

BOARD OF SUPERVISORS

Brown County



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ADMINISTRATION COMMITTEE

ADMINISTRATION COMMITTEE

Thursday, April 29, 2010

5:30 p.m.

Room 200, Northern Building

305 E. Walnut Street

- I. Call to Order.
 - II. Approve/Modify Agenda.
 - III. Election of Chair.
 - IV. Election of Vice Chair.
 - V. Set date and time for regular meetings.
 - VI. Approve/Modify Minutes of March 25, 2010.
1. Review of Minutes
 - a. Housing Authority (March 15 & March 23, 2010).

Communications

2. Communication from Supervisor Lund - To refer to Administration that any employee who would voluntarily submit to a yearly health assessment and maintains a proper weight and level of fitness would be eligible for reimbursement regardless of affiliation with a health club. *Held for one month.*
3. Communication from Supervisor Andrews - To require all contracts for services provided to the County to be re-bid at least or put to RFP every 3 years. *Referred from April County Board.*
4. Communication from Supervisor Wetzel - To direct staff to develop a 3, 5, and/or 7 year working budget plan. *Referred from April County Board.*
5. Communication from Supervisor Nicholson re: Review the funding of the Housing Authority. *Referred from March Admin Cmte & April County Board.*
6. Communication from Supervisor Erickson and Supervisor Krueger - For LEAN Committee to work with Departments and the Executive to determine if there are any outdated or unnecessary services provided by the County that we could eliminate for the 2011 Budget. *Referred from April County Board.*
7. Communication from Supervisor Fewell - Request that Human Resources Department report the status of the savings related to the five day furloughs and the plan to make up any shortfalls on the projected savings. *Referred from April County Board.*
8. Communication from Supervisor Fewell - To Administration Committee approve and request the County Executive to hire a Human Resources Director. *Referred from April County Board.*
9. Communication from Supervisor Fewell - Request that a RFP be developed and sent out to obtain the cost of building a future Sheriff's Office on the Brown County property near the old Mental Health Center and County Jail. *Referred from April County Board.*
10. Communication from Supervisor Scray - Look at different options to pay down debt earlier than such savings associated with it. *Referred from April County Board.*

County Clerk

11. Budget Status Financial Report for February & March, 2010.
12. Clerk's Report.

Treasurer

13. Budget Status Financial Report for January 2010 & February 2010.
14. Treasurer's Financial Report for the Months of January and February.

Human Resources

15. Budget Status Financial Report for February 28, 2010.
16. Human Resources Activity Report for March 2010.
17. Budget Adjustment Request (#10-40): Increase in expenses with offsetting increase in revenue (see attached).
18. Resolution re: Change in Table of Organization Department of Administration.
19. Director's Report.

Facility & Park Management

20. Budget Status Financial Report for February, 2010.
21. Budget Adjustment Request (#10-42): Increase in expenses with offsetting increase in revenue (see attached).
22. Director's Report

Information Services

23. Budget Status Financial Report for December 2009, February 2010 & March 2010.
24. Director's Report.

Dept. of Administration

25. Budget Status Report for February 28, 2010.
26. 2010 Budget Adjustment Log and Grant Application Approval Log.
27. Budget Adjustment Request (#10-39): Increase in expenses with offsetting increase in revenue (see attached).
28. Director's Report.

Child Support

29. Budget Status Financial Report for February, 2010.

Corporation Counsel No agenda items.

Other

30. Reappoint Committee Members to Facility Master Plan Subcommittee (Supervisor Andrews, Krueger, Fleck and Wetzel).
31. Audit of Bills.
32. Such other Matters as Authorized by Law.

Tom Lund, Chair

PROCEEDINGS OF THE BROWN COUNTY ADMINISTRATION COMMITTEE

Pursuant to Section 18.94 Wis. Stats., a regular meeting of the **Brown County Administration Committee** was held on Thursday, March 25, 2010 in Room 200 of the Northern Building – 305 East Walnut Street, Green Bay, Wisconsin

Present: Tom Lund – Chair, Jack Krueger, Tony Theisen, Patty Hoefft, Andy Williams
Also Present: Tom Hinz, Jayme Sellen, Supervisor Nicholson, Kerry Blaney, Shelly Nackers, Debbie Klarkowski, Lynn Vanden Langenberg, Bill Dowell, Nathan Curell, Bob Heimann, Robyn Hallet, Rob Strong, Matt Schampers, Other Interested Parties

I. **Call Meeting to Order:**

The meeting was called to order by Chairman Tom Lund at 5:30 p.m.

II. **Approve/Modify Agenda:**

Motion made by Supervisor Krueger and seconded by Supervisor Theisen to approve.
MOTION APPROVED UNANIMOUSLY

III. **Approve/Modify Minutes of February 25, 2010.**

Motion made by Supervisor Theisen and seconded by Supervisor Krueger to approve.
MOTION APPROVED UNANIMOUSLY

1. **Review of Minutes**

- a. Facility Master Plan Subcommittee (January 26, 2010).
- b. Facility Master Plan Subcommittee (February 8, 2010).
- c. Housing Authority (February 15, 2010).

Motion made by Supervisor Krueger and seconded by Supervisor to suspend the rules to handle Items a, b and c together. MOTION APPROVED UNANIMOUSLY

Motion made by Supervisor Krueger and seconded by Supervisor Theisen to receive and place on file Items a, b & c. MOTION APPROVED UNANIMOUSLY

Supervisor Williams arrived at 5:32p.m.

Communications

2. **Communication from Supervisor Nicholson re: Review the funding of the Housing Authority. (Held from February Meeting.)**

Supervisor Nicholson stated that he had brought this forward because he would like to know how much money is coming from the Federal Government to this area in Section 8 vouchers. He stated he believed it was \$12 million.

Rob Strong referred to the year end summary that was included in the agenda packet (attached) and stated that the Brown County Housing Authority operates a number of different activities with the Housing Authority being the biggest of the programs. Strong briefly went through the 2009 revenues. 10% is roughly Administrators costs. Section 8 is on a per unit basis and it is not a percentage but a flat fee per unit. The Housing Assistance Payments is the amount paid out to the tenants to assist them in their housing costs which had gone down since 2008. Those numbers fluctuate from year to year depending on the size of units, number of people in a family and based on their income. A family of six with a low income, the pay will be higher vs. a two person household with a good income. The Net Assets at the End of Year, those are funds received and set aside for various programs and some are State

and Federal programs that the Housing Authority had ran for the last 20 years. There are programs they still receive loan rate payments from which are accumulating and listed under Restricted and Unrestricted Net Assets. The amount that goes towards the Housing Choice Voucher program is \$1.5 million that they have available. The Change in Net Assets is at a negative number because HUD is trying to use up any surplus that they have on hand. They anticipate that it will happen next year as well. They try to get the reserves down at a reasonable amount so that no community is stockpiling money and not using it for the housing programs. They carry through a balance every year.

Matt Schampers, Housing Authority Accountant, stated that the operating revenue was formula driven on the HUD side. They are given the subsidy and it is based on what Congress approves and the percentage of the funding rate. Nicholson questioned what causes the formula to be driven for an increase. Schamper stated it is unknown but the biggest thing is what Congress appropriates, they never give full appropriation usually but HUD makes a request to Congress, Congress gives an X amount of dollars that is split up. Strong added that the number is based on an average of usage over a period of time in a preceding year. The answer is unclear because HUD changes the time frame and that becomes the base. The formulas change based on what they use as their barometer on how much money they anticipate they will use up in a year. Rent allowances change from year to year and they take that into consideration as well. There are a number of factors that are taken into consideration (how many applicants, how many people are on the waiting list, etc.).

Supervisor Hoeft arrived at 5:38 p.m.

Nicholson stated he had run into Mr. Strong and requested a map of Brown County where the vouchers are established. Strong stated he had that information and will get it printed out and sent to Nicholson. Nicholson would like a copy forwarded to all the Board members as well. Nicholson requested that the committee have a comparison of Brown County to an equivalent population somewhere in the United States (from 200,000 to 275,000) on their Housing Section 8 Program.

Supervisor Theisen stated that he was informed that it was not Section 8 any longer but that the program was called Housing Choice Voucher Program. Program Housing Administrator Robyn Hallet responded that it was same program but that they moved away from the term Section 8. Strong stated that at one point they had certificates and vouchers and when they converted to vouchers only is when they called it Housing Choice Voucher Program.

Supervisor Krueger questioned that in comparing Brown County with other counties nationwide wouldn't the information vary greatly because of the additional programs under the Brown County Housing Authority. Strong responded that it is the same program throughout the country. Green Bay was an experimental city when the program was started and because of that they have received a higher number of vouchers and certificates and noted that they will see the numbers for a county our size we will have a higher percent. Hallet stated in addition to that they have a lot less public housing than other communities have. Which Brown County Housing Authority does not have any public housing so that is going to affect. Brown County will want to compensate for that by having sufficient number of vouchers for families. Strong stated it was a conscience decision once the Housing Allowance Program began, they felt it was a better program to allow people to have a selection of where they wanted to live rather than build large buildings that house many people. In Green Bay they only have 50 units of family public housing and they are scattered throughout the city. They have one elderly project, Mason Manor which is 153 units. They stayed out of the public housing realm.

Krueger questioned the decrease in the Housing Assistance Payments and if it was reflected in the money that was drawn down by HUD. Schamper stated that it was because the previous years they were spending down their reserve because they had a large reserve and in 2009 they were caught up so they slowed down the over spending.

Lund questioned if there was a situation where there was a large layoff in Brown County

would there be emergency funding through HUD. Hallet stated that she had not heard of any such situation. Strong stated that at the County Board meeting there were about a dozen questions/issues that the Board wanted the Housing Authority to look into and he noted that they were presently chipping away at those as they have time. One question was can they give a preference to a person who was laid off and the answer they got was that there was no way they could do it. Hallet stated that she had discussed this with representatives from HUD to determine if there was a way to set up such a preference and it opened up other questions such as what constitutes a layoff, what if their hours are reduced, what if they worked elsewhere and moved to Brown County after they were laid off. There were so many questions that had to be considered that it didn't seem an option. Schamper added that they can't request funds in an emergency but frequently there will be new grants given when it's a federal recognized emergency such as floods in the past. They will then say these are special grants and you will be given the money.

Supervisor Williams stated that it's not that they received less in 2009 vs. 2008, it's that the \$12 and \$13 million is what was paid out. Schamper stated that they had received an additional million and a half because of what had been paid down in 2008. Since they had slowed it down Schamper anticipated it going down in 2010.

Williams stated that he had attended one of the HUD meetings with regards to the program abuse problem. He stated there had been a number of cases that the DA's office did file of the people that were abusing. He personally felt that they should be going after a charge. It's not that he wanted anyone to go to prison, he felt it was important to make a statement that if you are going to abuse a program we are going to get the conviction so you do not go to another county and try and get on benefits there and abuse their programs. It's also a question of if we are attracting people here or are we helping the taxpayers of Brown County. It's supposed to be a safety net, not a way of life and it's frustrating that the county can't find a way around that. Hallet stated with regards to going to other communities to get housing assistance there is a program through HUD called Enterprise Income Verification (EIV) System. There is a new component to that which requires housing authorities to enter into that system if a client owes money. Other housing authorities who are required to use that system will receive notification that the person owes money to another housing authority and they will be denied assistance. In addition, they have started making referrals to the DA's office to criminal prosecute families. For the past 2-3 years they have been taking families to small claims court to get repayment, judgments placed against them. It puts them into the trip system, Wisconsin Department of Revenue Tax Intercept Program, so that if they don't stay current on their repayments it will capture the money through interception of their taxes. Williams encouraged that if they ever receive resistance from any other department to come back to the County Board. He felt it was a fair component to people that are receiving benefits because they end up hurting the people that really need the benefit if they aren't using the program properly. Hallet informed that ICS had stepped up the measures to tell families about the repercussions for fraud in their briefing packet. Strong pointed out that "other operating revenues" on the budget sheet include fraud recovery. The DA's office had been working really well with them. It also saves them money with not having to pay small claims court fees in working with the DA's office.

Strong noted that he had sent a letter to HUD asking if someone is not working full time after living off the program for three years, could they terminate them from the program. Williams questioned if it could be tied to unemployment benefits or have it a preference; Strong responded that as of right now they have not been able to find a way to assist those people quickly according to their preferences.

Theisen questioned anecdotally whether or not the people who have been applying for services are people who have worked for years but have recently lost their job. Hallet felt that it was nothing statistically based and stated she had heard from clients on several occasions that they never had to use these services before; this is my first time, etc. The lowest preference is for non residence, which they haven't had to call into the program for eight years, the next lowest preference is Brown County residents who are not elderly or disabled and don't have children in their household, the wait time for services is a year and is

considered a smaller category, Brown County residents who have children have a wait time of six to nine months this is that largest category, and Brown County elderly, disabled and veteran residents have a three to six month wait for assistance.

A brief discussion ensued with regards to moving to another community (also known as porting out). The housing choice voucher program is designed to allow families to move without the loss of housing assistance. Moves are permissible as long as the family notifies the PHA ahead of time, terminates its existing lease within the lease provisions, and finds acceptable alternate housing. Under the voucher program, new voucher-holders may choose a unit anywhere in the United States if the family lived in the jurisdiction of the PHA issuing the voucher when the family applied for assistance. Those new voucher-holders not living in the jurisdiction of the PHA at the time the family applied for housing assistance must initially lease a unit within that jurisdiction for the first twelve months of assistance. A family that wishes to move to another PHA's jurisdiction must consult with the PHA that currently administers its housing assistance to verify the procedures for moving. Hallet informed that there are two options when someone transfers their assistance. Either the receiving Housing Authority can absorb them into their program or they can bill. Billing is where our housing authority would be sending money to client from their budget. When people transfer into Brown County, Brown County Housing Authority bills for the first year and then if the funding situation allows the participant, they are then absorbed into Brown County's program. Theisen requested that an amount of porting in and porting out numbers be presented to the committee yearly.

Motion made by Supervisor Theisen and seconded by Supervisor Krueger to receive and place on file. MOTION APPROVED UNANIMOUSLY.

3. Communication from Supervisor Lund re: To refer to Administration that any employee who would voluntarily submit to a yearly health assessment and maintains a proper weight and level of fitness would be eligible for reimbursement regardless of affiliation with a health club. (Held from February Meeting.)

Motion made by Supervisor Krueger and seconded by Supervisor Williams to hold for one month. MOTION APPROVED UNANIMOUSLY.

4. Communication from Supervisor Knier re: Adopt a resolution requiring a salary study for each position and candidate filled by appointment. (Held from February Meeting.)

Motion made by Supervisor Theisen and seconded by Supervisor Hoeft to receive and place on file. MOTION APPROVED UNANIMOUSLY.

5. Communication from Supervisor Knier re: Require Human Resources to provide cost of living adjustments based on location when providing comparable salary numbers. (Held from February Meeting.)

Motion made by Supervisor Krueger and seconded by Supervisor Theisen to receive and place on file. MOTION APPROVED UNANIMOUSLY.

- #5a Communication from Supervisor Johnson re: Request to study the possibility of the 2nd floor conference room be made into a training center for I.T. Department.

Heimann explained that Supervisor Johnson was on the 5th floor of the Northern Building and she felt that the IS Department was crowded and questioned why IS didn't move back to the 2nd floor of the Sophie Beaumont building. Heimann stated that there wasn't the same space that used to be there. He assumed that Johnson was suggesting to move IS back to Sophie Beaumont but first figure out how to find the space to do it. Theisen felt that these types of communications should come directly from the department heads because they know what their needs are rather than County Board Supervisors. He stated that department heads could ask for the Boards support but it should be their request.

Motion made by Supervisor Williams and seconded by Supervisor Theisen to receive

and place on file. **MOTION APPROVED UNANIMOUSLY.**

- #5b Communication from Supervisor Scray re: With fears of revenue from State and Federal sources being cut, I am asking each Department Head to decide ahead of time where they could cut another 10%, if needed, while doing their budget process. This may include mandated services that department heads feel are not beneficial to County and the penalties are not severe.

Lund stated that at the Human Services Committee meeting they had agreed that they had all taken an oath of office to uphold the laws of the State of Wisconsin. If they told a Department Head not to do a mandated service and pay a penalty they would be dereliction of their duties. How the communication is read there is no way they can support that type of thing. They don't know how much revenues are going to be down from the State, they don't know how their equalized value would be in the County and decisions are going to be made at the time of the budget.

Supervisor Hoeft stated she was in favor of the intent of what the request is trying to do and stated she felt it was similar to what Supervisor Haefs had asked the supervisors to consider the previous month. She stated it was part of a trend that because of the struggling economy and the forecast that are predicting revenues are going to be low this next budget year, this may be one of the worst budget cycles because there will not be another one time stimulus funding to prop the County up. Governments across the country are moving to a different way of budgeting, a different process and they need to look ahead and use some of the tools that are being used across the country for financial forecasting. In doing so, it will identify today what kinds of revenues are available for the County to fund services for next year. Hoeft felt it would be good to start a budget cycle at the beginning and decide what the goals are for the upcoming year. She felt the County Executive was right on when he set the LEAN management practices. The economy is forcing change. Any time a building is built the County is making a commitment to maintaining that structure. Any decision that is made the County is committing the future to something. Lund responded that the County is Executive driven and it is up to the Executive to bring forward the budget. Hoeft responded that the Board decides what to spend the money on and the Executive decides how.

Supervisor Williams stated that the numbers are what they are in the end and it takes people to maintain that focus. Hoeft responded that the numbers are arbitrary; the point is to start the conversation now rather than in October about what stays and what goes.

Executive Hinz stated philosophically he doesn't agree with the 10%. When it's said that there will be a 10% cut across the board that's like saying you are all doing equally bad/equally well. Then you have to factor in the enterprise groups and the 24/7 operations which is difficult to do. Hinz gave a brief explanation of the budget process within his office and stated when the budget is presented in October it is an objectively fair budget. He stated regarding cutting mandated services, he as well took an oath to uphold the constitution and do things right. Brown County can't expect to bend the rules and expect others to not bend the rules, philosophically and ethically it's not right.

Supervisor Theisen stated he agreed with what they all had to say and further discussed his reasoning which reiterated each of their comments.

Supervisor Krueger felt that during his and Lund's tenure leadership they implemented better reporting from the departments. He felt the work and tools were there to do the legislative part of it and each supervisor can be preparing their own information on a monthly basis. Hoeft stated she felt that they weren't talking about the same thing. The spirit of what Supervisor Scray is trying to make known to the Board is that they have to start using more kinds of tools to look into the future and not always look behind. It's to add an element to the process. The economy and the way its struggling demands strategic vs. reactive. Lund stated that he would like to see a Legislative Subcommittee enacted because he felt the committee was a way of dealing with what other counties were doing and was a more informal setting to get information to the Board. He felt that it was overlooked the last two years. Hoeft felt that it

would be a great tool to have some kind of county wide report brought to the County Board.

Motion made by Supervisor Theisen and seconded by Supervisor Hoeft to receive and place on file. MOTION APPROVED UNANIMOUSLY.

General Fund Transfer

6. District Attorney - Budget Adjustment Request (#09-152): Interdepartmental reallocation or adjustment including reallocation from the County's General Fund.

Susan Tilot from the District Attorney's Office stated that they had received on March 19, 2010 their Juvenile Accountability Block Grant payment for the latter half of 2009 for \$8,426 which would mean they only need \$924 from the General Fund.

Motion made by Supervisor Williams and seconded by Supervisor Krueger to approve \$924. MOTION APPROVED UNANIMOUSLY.

Facility & Park Management

7. Budget Status Financial Report for December 31, 2009.

Motion made by Supervisor Williams and seconded by Supervisor Theisen to receive and place on file. MOTION APPROVED UNANIMOUSLY.

8. Initial Resolutions Authorizing the Issuance of Not to Exceed \$21,265,000 Corporate Purpose General Obligation Bonds of Brown County, WI in one or more series at one or more times.
a. Facilities Department – Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$643,200.

Dowell stated there were three projects and provided a handout re: Courthouse Roof Study for Brown County (attached). Dowell stated that about six months ago he came before the committee to present the roof study and noted that they had a problem with the roof for a number of years which was repaired and patched but there were some significant leaks also causing internal damage. He recommended replacing the two flat roofs, repairs to the copper roof and to replace the copper gutters. After repair of roof, repair the inside of the building.

Dowell stated in continuation of the parks upgrades this is the fifth upgrade of a five year plan that will pave and extend the Fonferek Glen parking lot. Last year they did Way-Morr parking lot and the year before the Brown County Park. Several years back there was a study identifying the parks and this is the fifth one of the plan. Krueger stated he was not in favor of the Fonferek's Glen County Park Driveway Project due to the fact that this year is going to be one of the toughest years. He felt that Fonferek was not utilized anywhere near its capacity and the traffic can handle the current driveway. Dowell stated the parking lot was very small and they were looking to expand the parking lot for parking because the people were currently parking on the grass. Lund suggested bringing in gravel for the time being and then in the future when there are better times then spend the money to have it paved. He stated that this was a mid-urban environment and felt that the gravel fit the look and feel. Supervisor Williams agreed stating that some people go to places like this just for the feel.

Dowell stated that the paving costs would be \$50,000 and the goal is to provide nice parks for all citizens and this is continuing with that concept. He felt Brown County was very fortunate to have these parks and they do put a lot of effort in maintaining them as they do with buildings. This is a difficult year but he felt they have to think long term, this is a long term project that started 10 years ago and they have been very successful in continuing with implementing that plan.

Supervisor Theisen stated he appreciated Dowell's commitment but he was not convinced that there was a need to pave at this time.

Dowell went on to discuss the Courthouse wiring project stating that the County is changing all their phones to IP phones which uses voice over IP technologies allowing telephone calls

to be made over an IP network such as the internet instead of the ordinary PSTN system. The Courthouse had 142 phone lines that they are paying monthly fees on and in upgrading and changing over they will save \$26,000 a year.

Dowell emphasized the savings with the LEED project and stated so far they have received two rebates back for a total of \$120,000, also saving \$70,000 a year in electricity and utilities.

With regards to solar hot water projects, through the Block Grant Projects, which is stimulus money specifically for energy efficiency and renewable projects, Brown County received \$600,000. The money was allocated to six energy projects including the jail solar hot water project. Dowell stated that solar hot water at the jail makes sense but without the grants he wouldn't recommend it for stand alone projects. He stated they had received a second grant for \$70,000 for this project. Lund asked if Dowell could provide him with some of the complexities of the project such as how it works, etc. He found it very interesting.

Motion made by Supervisor Krueger and seconded by Supervisor Theisen to approve \$593,200, excluding the funding for the Fonferok Glen Parking project. MOTION APPROVED UNANIMOUSLY.

9. Director's Report:

Dowell provided a handout (attached) re: Major Projects 2010 and briefly went through the remaining projects not previously discussed.

Regarding Item #7 – MET Tower; this item was part of the overall energy program, part of the Sustainability Plan and part of the 25 by 25 Plan. This particular project is to measure wind in the 1,500 acres of the future south landfill site. The Energy Committee selected that area for feasibility for future wind to help meet the 25 by 25 goal. It's in the planning stage and had been budgeted for. To implement it Dowell will come back to the committee with bids for contract award approval ideally in six months.

Dowell pointed out that there is a landfill gas/electricity project at another landfill site that generates electricity from the gas. There is about nine million kilowatt hours of energy out of that site and it will produce electricity in about 10 years. The nine million kilowatt hours is over a third of the 21 million kilowatts being used in Brown County.

Motion made by Supervisor Theisen and seconded by Supervisor Hoeft to receive and place on file. MOTION APPROVED UNANIMOUSLY.

Dept. of Administration

10. Budget Status Report for December 31, 2009.

Motion made by Supervisor Theisen and seconded by Supervisor Hoeft to receive and place on file. MOTION APPROVED UNANIMOUSLY.

11. 2010 Budget Adjustment Log.

Motion made by Supervisor Theisen and seconded by Supervisor Krueger to approve. MOTION APPROVED UNANIMOUSLY.

12. Director's Report.

Administration Director Lynn Vanden Langenberg stated she and Treasurer Kerry Blaney had worked with Associated Bank who still holds the Human Services account for their patient payee services. She stated that they had placed an ACH block on the account which protects anyone from accessing it through the internet. They are also looking at implementing positive pay which is when checks are written, they send the file to the bank and if it doesn't have a good match, they won't process it. They are working to strengthen some of the controls with the patient payee account. Vanden Langenberg stated that this is already in place with the

County's Chase Operating Account.

Motion made by Supervisor Hoeft and seconded by Supervisor Williams to receive and place on file. MOTION APPROVED UNANIMOUSLY.

Information Services

13. Director's Report.

IS Director Bob Heimann referred to his Director's Report in the packet and spoke briefly in regards to the staffing shortage information provided.

Motion made by Supervisor Theisen and seconded by Supervisor Hoeft to receive and place on file. MOTION APPROVED UNANIMOUSLY.

Human Resources

14. Budget Status Financial Report for December, 2009.

Motion made by Supervisor Williams and seconded by Supervisor Krueger to receive and place on file. MOTION APPROVED UNANIMOUSLY.

15. Human Resources Activity Report for February 2010.

Motion made by Supervisor Williams and seconded by Supervisor Hoeft to receive and place on file. MOTION APPROVED UNANIMOUSLY.

16. Director's Report.

Human Resources Director Debbie Klarkowski stated that Ms. Vanden Langenberg will be moving to HR on April 5, 2010. HR continues to recruit for the Director of Administration and have done some preliminary interviews. They have reassigned some of the duties and Ms. Vanden Langenberg will be bringing the bonding with her to HR. Legislative Assistant Jayme Sellen will step in and help from a budget planning standpoint. When looking at other counties Brown County's salary range for this position is a little low and based on the top five candidates it is about 6% below where the candidates are with their current salary. Lund stated they will have to look at salary or they will have to take someone who is a "work in process". Klarkowski stated she believed next month they will have a recommendation to reevaluate the salary. The current salary range is \$78,800 to \$93,900 and of the top five candidates their current salaries are \$75,000, \$95,000, \$108,000, and \$110,000.

Motion made by Supervisor Williams and seconded by Supervisor Hoeft to receive and place on file. MOTION APPROVED UNANIMOUSLY.

Child Support

17. Budget Adjustment Request (#10-27): Increase in expenses with offsetting increase in revenue.

Motion made by Supervisor Williams and seconded by Supervisor Theisen to approve. MOTION APPROVED UNANIMOUSLY.

18. Budget Status Financial Report for December, 2009.

Motion made by Supervisor Williams and seconded by Supervisor Hoeft to receive and place on file. MOTION APPROVED UNANIMOUSLY.

19. County Clerk - Budget Status Financial Report for December, 2009.

Motion made by Supervisor Krueger and seconded by Supervisor Hoeft to receive and place on file. MOTION APPROVED UNANIMOUSLY.

Treasurer

#19a Treasurer's Financial Report for the Month of December.

Motion made by Supervisor Theisen and seconded by Supervisor Williams to receive and place on file. MOTION APPROVED UNANIMOUSLY.

#19b Budget Status Financial Report for December, 2009.

Motion made by Supervisor Krueger and seconded by Supervisor Theisen to receive and place on file. MOTION APPROVED UNANIMOUSLY.

Corporation Counsel No agenda items.

Other

20. Audit of Bills.

Motion made by Supervisor Theisen and seconded by Supervisor Hoeft to pay the bills. MOTION APPROVED UNANIMOUSLY.

21. Such other Matters as Authorized by Law. None.

Motion made by Supervisor Krueger and seconded by Supervisor Hoeft to adjourn at 7:50 p.m. MOTION APPROVED UNANIMOUSLY

Respectfully submitted,

Alicia A. Loehlein
Recording Secretary

MINUTES
BROWN COUNTY HOUSING AUTHORITY
Monday, March 15, 2010
City Hall
100 N. Jefferson Street, Room 604
Green Bay, WI 54301
3:00 p.m.

MEMBERS PRESENT: Paul Kendle, Rich Aicher, Tom Diedrick (conference call)

MEMBERS EXCUSED: Darlene Hallet-Chair, Michael Welch-Vice Chair

MEMBERS ABSENT: None

OTHERS PRESENT: Rob Strong, Robyn Hallet, Matt Schampers, DonElla Payne, Chip Law, Matt Roberts, Nikki Aderholdt

P. Kendle will be the Chairman for this meeting.

APPROVAL OF MINUTES:

1. Approval of the minutes from the February 15, 2010, meeting of the Brown County Housing Authority.

A motion was made by T. Diedrick and seconded by R. Aicher to approve the minutes from the February 15, 2010, meeting of the Brown County Housing Authority. Motion carried.

COMMUNICATIONS:

None.

REPORTS:

2. Report on Housing Choice Voucher Rental Assistance Program (January and February)
 - A. Preliminary Applications

D. Payne stated that there were 152 preliminary applications in January and 127 preliminary applications in February.
 - B. Housing Assistance Payments

D. Payne stated that the HAP for January was \$1,046,091.00 and for February it was \$1,044,505.00.
 - C. Housing Assistance Unit Count

D. Payne stated that the unit count for January was 2,817 and for February was 2,818.

- D. Housing Quality Standard Inspection Compliance
M. Roberts stated that for January the initial pass rating was 44.99%, the reinspection rating was 22.74% and the fail rate was 32.27%. For February the initial pass rating was 43.72%, the reinspection rating was 24.87% and the fail rate was 31.41%.
- E. Housing Choice Voucher Administrative Costs and HUD 52681B
C. Law stated that through February, we are \$4,000.00 over budget. Compared to last year's numbers, we have received approximately \$20,000.00 less through this same time last year. This was discussed at the last meeting and what HUD is doing is basing the funds on the unit count.
- F. SEMAP Monitoring Report
D. Payne stated that we are still a high performer with our SEMAP.
- G. Report of the Housing Choice Voucher Family Self-Sufficiency Program.
D. Payne stated that there were 100 clients in both January and February. There were 40 escrow accounts in January and 39 escrow accounts in February. There was 1 graduate in January and 2 in February. There was 1 new contract in January and 2 new contracts in February.
- H. Report on the Housing Choice Voucher Home Ownership Option.
D. Payne stated that there were 97 homeowners in January and 98 in the month of February.
- I. Report on Langan Investigations Criminal Background Screening and Fraud Investigations.
D. Payne stated that there was 1 investigation in January that was closed as being substantiated and 1 investigation that remains open. In February there were 3 investigations that were closed as being substantiated and 2 investigations that remain open.
- D. Payne distributed a copy of a notice to clients, which explains that starting February 1, 2010, ICS will be collaborating with the Brown County District Attorney's Office to criminally prosecute clients for fraud. The largest target will be clients with unreported household members. This handout is being included in the briefing packet. There are also magnets that will be handed out letting clients know that unreported household members equal no rental assistance.
- T. Diedrick stated that he noticed on the criminal background listing that there were a significant number of applications outside of the City of Green Bay and he thought that was great as far as the deconcentration issue.

OLD BUSINESS:

None

NEW BUSINESS:

3. Approval of Chapter 18 (VASH Vouchers) for the Housing Choice Voucher Administrative Plan.

R. Hallet stated that at the last meeting of the Authority, approval was given to move forward with the VASH Vouchers even though this chapter was not ready at that time for approval. Since that meeting the chapter has been completed. There were a few concerns that have been brought up in regards to this chapter.

R. Strong stated that in section 18-1.A. ADMISSIONS, it states that the BCHA relinquishes its authority to determine the eligibility of families in accordance to the regular HCV program rules and BCHA policies. He does not like the idea of the BCHA having to relinquish its authority under a program, but apparently we have no choice in this case as this is HUD language and we have to stick with this language.

R. Hallet stated that there were a few other minor issues that were brought up. In the sentence right after the one R. Strong just read, it states that the BCHA does not have the authority to screen families or deny assistance etc. - to clarify that it should state "to screen VASH families." In section 18-1.B. INCOME ELIGIBILITY, the word VASH should also be inserted before families in that sentence.

R. Aicher questioned if we knew what the VA's screening requirements are because if he is reading this right, we have further restrictions than they possibly have and the only one we can enforce is the lifetime sex offender registration program. If there is criminal activity or drug activity do we have to take them in?

D. Payne responded that veterans in this program must be case managed. If there is criminal activity, the VA steps in and takes care of it. If they are not being case managed for drug issues or criminal activity they can't be on the program.

R. Strong stated that what he understands is that once they are in the program if they violate the program rules we would be able to let them know they have lost their rights under the VASH program and lose the voucher.

D. Payne stated that the veterans are all Brown County residents. The veterans are all referred by the VA, who has confirmed that they are Brown County residents. The initial paperwork is started in the Racine County, which is where we are getting the vouchers.

A motion was made by T. Diedrick and seconded by R. Aicher to approve Chapter 18 (VASH Vouchers) for the Housing Choice Voucher Administrative Plan, subject to the corrections discussed. Motion carried.

4. Discussion and possible approval to create a limited term fulltime position with benefits to assist Housing Administrator.

R. Strong stated that there has been an intern for the past four or five years. With K. Pamperin transitioning out and R. Hallet transitioning in and the key finance person leaving, the Authority authorized having N. Aderholdt, a previous intern, work full time split between the BCHA and the GBHA until we were able to get things back up and running. He has realized through this period of transition that there are things that are not being done as thoroughly as he would like them to be. He would like to suggest keeping N. Aderholdt's position here as an assistant to R. Hallet year round and stated that we are interested in hiring N. Aderholdt for this new fulltime position. He is keeping this as limited term in case we do get the loose ends tied up and reach a point where we feel that the position is no longer needed. He referenced the information provided in the agenda packet regarding where the funding would come from. If the BCHA and the GBHA approve this, this would go to the Personnel Committee and then to Council for final approval. N. Aderholdt has worked a lot with the fraud recovery and with gathering information for things that R. Hallet needs to look at and make decisions regarding.

R. Hallet stated that N. Aderholdt has worked on a lot of little projects. She does a lot of research and information gathering. She assists with locating where things are. She had a big part in putting together the Request for Proposals for the Project Based Vouchers. Her assistance with these projects is a tremendous help.

R. Strong stated that N. Aderholdt will be freeing up some of R. Hallet's time so that R. Hallet can look into some of things that he would like more focus on.

R. Hallet stated that J. Lopez is an intern currently with the BCHA. We would like to keep him on through the rest of the school year, which would end in May. At that time we would be completing his service with us unless the Authority felt differently.

R. Aicher stated that he felt that an intern should only be utilized if there was a need on our part.

R. Strong stated that he is hoping that with a full time position that we won't need to have an intern. J. Lopez works about 13 hours a week and has done a good job. This full time position, if approved, should be set by the end of April or beginning of May.

A motion was made by R. Aicher and seconded by T. Diedrick to approve the creation of a limited term fulltime position with benefits to assist Housing Administrator. Motion carried.

5. Discussion and possible approval to use FSS reserves to fund FSS Coordinator positions until congressional appropriation of funding is complete.

R. Hallet stated that essentially what is happening is that Congress has not yet approved the funding for the FSS Coordinator positions and that is putting ICS in a financially difficult situation to maintain the employment for their FSS Coordinators without the funding coming from HUD. We do have FSS reserves available that we could use in the interim until the congressional appropriation for the funding comes through. The reserves would be refunded once the funding is approved by Congress.

P. Kendle questioned if we are confident this would be approved.

D. Payne stated that we are confident that the funding is going to be approved. She speaks weekly with Katherine Greenspan who is with HUD located in Washington, D.C. Everything is in place but they are just waiting for the congressional notification.

M. Schampers stated that the funding in the FSS reserves (\$68,000.00) is restricted to this program so even if that funding did not get approved we would still have to spend this FSS reserve funding in this way.

R. Hallet asked how long it would take to deplete the FSS reserves.

M. Schampers responded that we are spending about \$9,000.00 per month for FSS so it would be about six to seven months to deplete the FSS reserves.

A motion was made by R. Aicher and seconded by T. Diedrick to use FSS reserves to fund FSS Coordinator positions until congressional appropriation of funding is complete. Motion carried.

INFORMATIONAL:

None.

STAFF REPORT:

6. 2009 BOHA Year End Financials.

The year end financials were distributed to the Authority. M. Schampers stated that these are the year ends as of December 31, 2009, and are not yet audited. They are for the Authority as a whole, not just the HCV Program, however the HCV Program comprises approximately 90% of the activity. There is a comparison provided from 2008 to 2009. The biggest thing to notice is the \$900,000 increase in our assets from 2008 to 2009. We banked a lot of cash investments towards the end of the year. In revenue, we took in an additional \$1.2 million from HUD last year. Almost all revenue was from the HAP program. Our expenses actually exceeded the revenue by \$428,040, which is a lot less than what we exceeded our revenue by in 2008. M. Schampers and C. Law

clarified that this is within HUD's plan that we spend down our reserves. Several years ago we had \$4-5 million in reserves, but HUD now requires PHA's reserves to be spent down and recommends one to two months' worth are kept in reserves, which would be approximately \$1-2 million. The overspending in the past 2 years has caused us to level off the amount that should be in our reserves, so now we need to maintain that.

- The bills were distributed but R. Strong stated that because they were not listed on the agenda we can't act on them. In the past the Authority has given him authorization to pay bills that needed to be paid in the event a meeting was skipped so he would do that with any bills that needed to be paid before the next meeting. The bills would be added back on to the next agenda and all future agendas. These bills will be reported at the next meeting.

P. Kendle stated that looking at the bills it looks like a line item is missing an amount. The Green Bay City Treasurer (Computers) is blank.

M. Schampers stated that yes, it does appear a line item is missing an amount, and he would check with K. Baeten to see and correct for the next meeting.

- R. Hallet stated that another item for the staff report is the ICS Audit finding. Previously, a concern was expressed regarding a finding and M. Schamper is going to provide an update to the Authority.

M. Schamper stated that the finding was that the amounts reported to the Authority were not tied out to their general ledger. He met with Dawn from ICS on this and the problem is that we use the 52681B for our accounting system and when there are port-ins from other jurisdictions, we get reimbursed from those PHAs and Dawn had received guidance from HUD that she should then go backwards and apply the money to the appropriate month. By doing this, it resulted in the 52681B being different than the accounting records. When he met with Dawn, they performed a reconciliation and he does not anticipate that this would be a finding for 2009.

R. Strong stated that there is also a finding regarding the review of the financial records that we keep getting every year and the Authority had asked if there was something we could do. He believes M. Schampers might have the answer on that and will let him explain.

M. Schampers stated that if you are not able to prepare financial statements or pay to have them prepared and then review them, it is a control issue for the entity because you can't say for certain that they were done appropriately. His understanding is in the past we had our auditor prepare the financial statements but we did not review them. The financials that the Authority has today are not audited but were prepared by him using the template that our auditor used in the past. Because he prepared them and our auditor will be performing an audit on them, the control issue is gone.

- R. Strong stated that the Brown County Administrative Committee has asked himself and R. Hallet to come before them again. The agenda item is to review the funding of the Housing Authority. He has no idea what that means so he is requesting further information as to what information they want us to provide.

A motion was made by R. Aicher and seconded by T. Diedrick to adjourn the meeting at 3:45 p.m. Motion carried.

:dr

**SPECIAL MEETING
MINUTES
BROWN COUNTY HOUSING AUTHORITY
Tuesday, March 23, 2010
City Hall
100 N. Jefferson Street, Room 604
Green Bay, WI 54301
4:15 p.m.**

MEMBERS PRESENT: Darlene Hallet-Chair, Paul Kendle, Rich Aicher, Tom Diedrick

MEMBERS EXCUSED: Michael Welch-Vice Chair

MEMBERS ABSENT: None

OTHERS PRESENT: Rob Strong, Robyn Hallet

OLD BUSINESS:

1. Discussion and action on revising the commitment of up to 150 Project Based Vouchers for Port Plaza Tower relocated tenants to 15 years.

F. Strong stated that in December of 2008, the Housing Authority reviewed the request of the Wisconsin Housing Preservation Corporation to construct two new buildings to relocate the tenants of Port Plaza Towers. Wisconsin Housing presently has Project Based Vouchers from HUD, which they were not able to transfer quickly enough so they were asking if we would commit 150 Housing Choice Project Based Vouchers to move people. In December 2008, the Authority did approve 150 Project Based Vouchers contingent on HUD approval. This past fall, we were informed that we needed to do an RFP process because they had tied their request to a tax credit application. We did the RFP and in February of this year we completed that and did select two developers for the 150 vouchers. We were informed by John Finger from HUD that the best we could offer was a ten year commitment with a five year renewal after that, which the Authority did approve in December of 2009. The investors got back to the developer and informed them that HUD does allow a fifteen year commitment. After discussions with HUD in Washington, it was determined that there was a recovery act amendment to the regulations which does indeed allow for a fifteen year term. The intent of the fifteen year term was to get these tax credit programs flowing.

R. Strong stated that based on this new information, he is asking that the Authority give approval for a fifteen year commitment instead of the previously approved ten year commitment with a five year renewal after.

A motion was made by P. Kendle and seconded R. Aicher to convert the original approval of the Authority for a ten year commitment with a five year renewal afterwards to a fifteen year commitment.

R. Strong provided the Authority with an update on the status of the project.

D. Hallet took a vote on the motion. Motion carried.

A motion was made by P. Kendle and seconded by T. Diedrick to adjourn the meeting at 4:30 p.m. Motion carried.

cdr

Brown County Clerk Budget Status Report

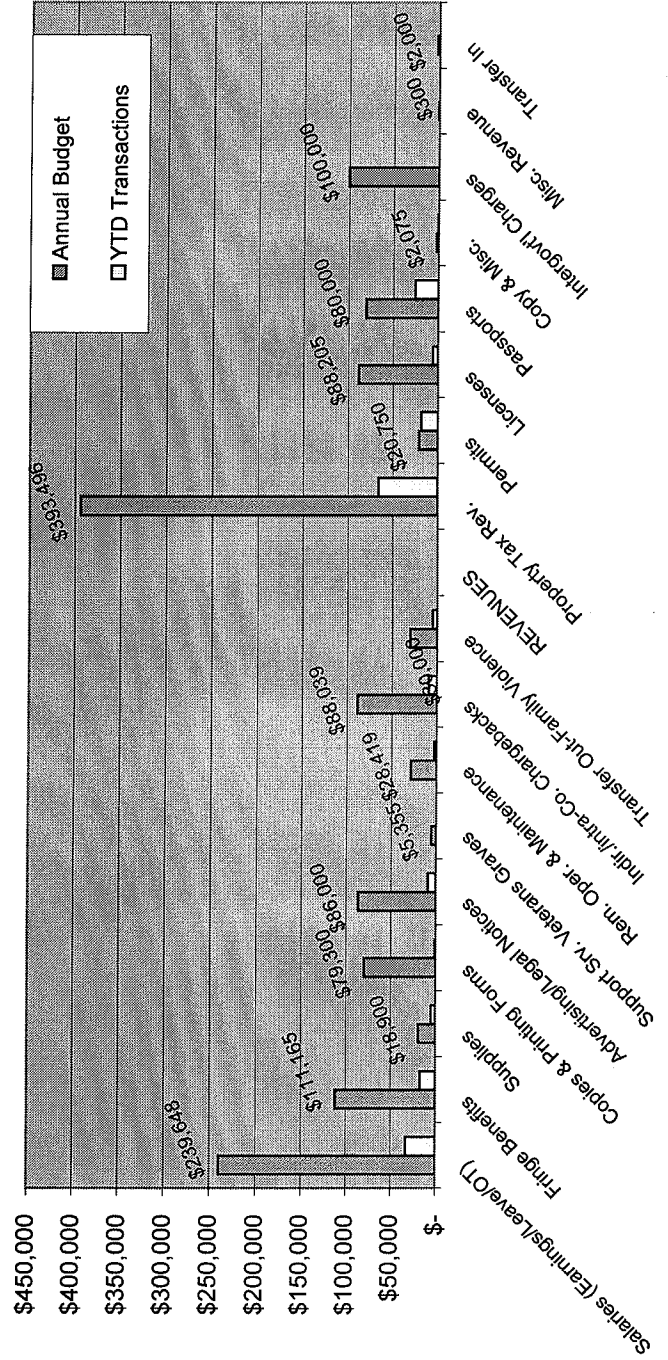
FEBRUARY 2010				
EXPENDITURES		Annual	YTD	YTD %
	Budget		Transactions	Budget
Salaries (Earnings/Leave/OT)	\$ 239,648	\$	32,910	14%
Fringe Benefits	\$ 111,165	\$	17,015	15%
Supplies	\$ 18,900	\$	4,951	26%
Copies & Printing Forms	\$ 79,300	\$	667	1%
Advertising/Legal Notices	\$ 86,000	\$	8,887	10%
Support Srv. Veterans Graves	\$ 5,355	\$	-	0%
Rem. Oper. & Maintenance	\$ 28,419	\$	2,744	10%
Indir./Intra-Co. Chargebacks	\$ 88,039	\$	8,838	10%
Transfer Out-Family Violence	\$ 30,000	\$	5,000	17%
REVENUES				
Property Tax Rev.	\$ 393,496	\$	65,583	17%
Permits	\$ 20,750	\$	18,517	89%
Licenses	\$ 88,205	\$	5,645	6%
Passports	\$ 80,000	\$	25,737	32%
Copy & Misc.	\$ 2,075	\$	216	10%
Intergov'tl Charges	\$ 100,000	\$	-	0%
Misc. Revenue	\$ 300	\$	18	6%
Transfer In	\$ 2,000	\$	-	0%

HIGHLIGHTS - Jan.-Feb. of Fiscal Year (17%)

Expenditures: Through the end of February most expenditure category percentages were at or under the fiscal year to date expenditures percentage (17%) of our budget. Increased passport services cause supplies for photo paper and postage to be high.

Revenues: Most revenue category percentages met expectations. High revenue for Permits is due to Emergency Alarm permit revenues. Passport applications are above average therefore increasing revenues collected in January. Licenses, Intergovernmental Charges, and Misc. Public Charges are down because we haven't reached peak revenue periods yet.

County Clerk - February 28, 2010



PRODUCTION *Brown Co* PRODUCTION
Budget Performance Report
 From Date: 1/1/2010 To Date:2/28/2010

Account Number Fund: 100 GF	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Revenue										
Department: 019 County Clerk										
4100 General property taxes	\$393,496.00	\$0.00	\$393,496.00	\$32,791.34	\$0.00	\$65,562.68	\$327,913.32	17%		\$0.00
4400-194 Permits - Work permit	\$2,500.00	\$0.00	\$2,500.00	\$37.50	\$0.00	\$67.50	\$2,432.50	3%		\$0.00
4400-195 Permits - Alarm permits	\$18,250.00	\$0.00	\$18,250.00	\$300.00	\$0.00	\$18,450.00	(\$200.00)	101%		\$0.00
Rollup Account 4400 Permits - Work permit totals	\$20,750.00	\$0.00	\$20,750.00	\$337.50	\$0.00	\$18,517.50	\$2,232.50	89%		\$0.00
4401-191 Licenses - Conservative license fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++		\$0.00
4401-192 Licenses - Marriage License	\$87,605.00	\$0.00	\$87,605.00	\$3,136.00	\$0.00	\$5,590.00	\$82,015.00	6%		\$0.00
4401-193 Licenses - Domestic partnership	\$600.00	\$0.00	\$600.00	\$55.00	\$0.00	\$55.00	\$545.00	9%		\$0.00
Rollup Account 4401 Licenses - Conservative license fees totals	\$88,205.00	\$0.00	\$88,205.00	\$3,191.00	\$0.00	\$5,645.00	\$82,560.00	6%		\$0.00
4600-190 Charges and fees - Passport	\$80,000.00	\$0.00	\$80,000.00	\$12,646.89	\$0.00	\$25,736.86	\$54,263.14	32%		\$0.00
4601-012 Sales - Copy machine use	\$1,025.00	\$0.00	\$1,025.00	\$30.00	\$0.00	\$211.00	\$814.00	21%		\$0.00
4601-196 Sales - Directory	\$900.00	\$0.00	\$900.00	\$4.74	\$0.00	\$4.74	\$895.26	1%		\$0.00
4601-197 Sales - Map	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++		\$0.00
Rollup Account 4601 Sales - Copy machine use totals	\$1,925.00	\$0.00	\$1,925.00	\$34.74	\$0.00	\$215.74	\$1,709.26	11%		\$0.00
4609 Miscellaneous public charges	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0%		\$0.00
4700 Intergov charges	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0%		\$0.00
4900 Miscellaneous	\$300.00	\$0.00	\$300.00	\$15.00	\$0.00	\$18.00	\$282.00	6%		\$0.00
9002 Transfer in	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%		\$0.00
9002-200 Transfer in - HR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++		\$0.00
Rollup Account 9002 Transfer in totals	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%		\$0.00
Department: 019 County Clerk totals	\$686,826.00	\$0.00	\$686,826.00	\$49,015.47	\$0.00	\$115,715.78	\$571,110.22	17%		\$0.00
Revenue Totals	\$686,826.00	\$0.00	\$686,826.00	\$49,015.47	\$0.00	\$115,715.78	\$571,110.22	17%		\$0.00
Expense										
Department: 019 County Clerk										
5100 Regular earnings	\$238,640.00	\$0.00	\$238,640.00	\$18,013.66	\$0.00	\$31,731.19	\$206,908.81	13%		\$0.00
5102 Paid leave earnings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++		\$0.00
5102-100 Paid leave earnings - Paid Leave	\$0.00	\$0.00	\$0.00	\$130.97	\$0.00	\$1,063.10	(\$1,063.10)	+++		\$0.00
5102-200 Paid leave earnings - Personal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++		\$0.00

Budget Performance Report

From Date: 1/1/2010 To Date: 2/28/2010

Account Number	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD YTD Transactions	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
5102-300 Paid leave earnings - Casual	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5102-400 Paid leave earnings - Sick	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5102-500 Paid leave earnings - Holiday	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5102-600 Paid leave earnings - Other (funeral, jury duty, etc)	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5102-998 Paid leave earnings - Accrual	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
Rollup Account 5102 Paid leave earnings totals	\$0.00	\$0.00	\$0.00	\$130.97		\$1063.10	\$1063.10	(\$1,063.10)	+++	\$0.00
5103 Premium	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5103-000 Premium - Overtime	\$1,008.00	\$0.00	\$1,008.00	\$116.06		\$0.00	\$116.06	\$891.94	12%	\$0.00
5103-100 Premium - Comp time premium	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5103-200 Premium - Shift differential	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5103-300 Premium - Holiday	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
Rollup Account 5103 Premium totals	\$1,008.00	\$0.00	\$1,008.00	\$116.06		\$0.00	\$116.06	\$891.94	12%	\$0.00
5109-100 Salaries reimbursement - Short term disability	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5110 Fringe benefits	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5110-100 Fringe benefits - FICA	\$17,528.00	\$0.00	\$17,528.00	\$1,327.16		\$0.00	\$2,392.63	\$15,135.37	14%	\$0.00
5110-110 Fringe benefits - Unemployment compensation	\$362.00	\$0.00	\$362.00	\$0.00		\$0.00	\$0.00	\$362.00	0%	\$0.00
5110-198 Fringe benefits - Back pay fringe	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5110-200 Fringe benefits - Health insurance	\$60,973.00	\$0.00	\$60,973.00	\$4,898.24		\$0.00	\$9,724.28	\$51,248.72	16%	\$0.00
5110-210 Fringe benefits - Dental insurance	\$4,152.00	\$0.00	\$4,152.00	\$388.16		\$0.00	\$771.24	\$3,380.76	10%	\$0.00
5110-220 Fringe benefits - Life insurance	\$715.00	\$0.00	\$715.00	\$58.13		\$0.00	\$93.02	\$621.98	13%	\$0.00
5110-230 Fringe benefits - LT disability insurance	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5110-235 Fringe benefits - Disability insurance	\$2,041.00	\$0.00	\$2,041.00	\$167.50		\$0.00	\$333.80	\$1,707.20	16%	\$0.00
5110-240 Fringe benefits - Workers compensation insurance	\$305.00	\$0.00	\$305.00	\$25.42		\$0.00	\$50.80	\$254.20	17%	\$0.00
5110-300 Fringe benefits - Retirement	\$13,238.00	\$0.00	\$13,238.00	\$1,071.65		\$0.00	\$1,928.69	\$11,309.31	15%	\$0.00
5110-310 Fringe benefits - Retirement credit	\$11,851.00	\$0.00	\$11,851.00	\$974.15		\$0.00	\$1,720.28	\$10,130.72	15%	\$0.00
Rollup Account 5110 Fringe benefits totals	\$111,165.00	\$0.00	\$111,165.00	\$8,916.43		\$0.00	\$17,034.74	\$94,150.26	15%	\$0.00
5300 Supplies	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00

Budget Performance Report

From Date: 1/1/2010 To Date: 2/28/2010

Account Number	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
5300-001 Supplies - Office	\$6,000.00	\$0.00	\$6,000.00	\$895.32		\$0.00	\$1,120.46	19%	\$0.00
5300-003 Supplies - Technology	\$2,900.00	\$0.00	\$2,900.00	\$0.00		\$0.00	\$2,737.00	94%	\$0.00
5300-004 Supplies - Postage	\$10,000.00	\$0.00	\$10,000.00	\$344.19		\$0.00	\$1,094.11	11%	\$0.00
Rollup Account 5300 Supplies totals	\$18,900.00	\$0.00	\$18,900.00	\$1,239.51		\$0.00	\$4,951.57	26%	\$0.00
5303 Copy expense	\$4,700.00	\$0.00	\$4,700.00	\$156.27		\$0.00	\$206.69	4%	\$0.00
5304 Printing	\$2,600.00	\$0.00	\$2,600.00	\$42.00		\$0.00	\$87.09	3%	\$0.00
5304-100 Printing - Forms	\$2,000.00	\$0.00	\$2,000.00	\$373.45		\$0.00	\$373.45	1%	\$0.00
Rollup Account 5304 Printing totals	\$7,300.00	\$0.00	\$7,300.00	\$415.45		\$0.00	\$460.64	1%	\$0.00
5305 Dues and memberships	\$220.00	\$0.00	\$220.00	\$50.00		\$0.00	\$50.00	23%	\$0.00
5306-100 Maintenance agreement - Software	\$13,169.00	\$0.00	\$13,169.00	\$1,053.94		\$0.00	\$2,107.88	16%	\$0.00
5307-100 Repairs and maintenance - Equipment	\$9,200.00	\$0.00	\$9,200.00	\$0.00		\$0.00	\$0.00	0%	\$0.00
5310 Advertising and public notice	\$66,000.00	\$0.00	\$66,000.00	\$8,886.99		\$0.00	\$8,886.99	10%	\$0.00
5330 Books, periodicals, subscription	\$830.00	\$0.00	\$830.00	\$0.00		\$0.00	\$22.00	3%	\$0.00
5340 Travel and training	\$2,300.00	\$0.00	\$2,300.00	\$223.60		\$0.00	\$223.60	10%	\$0.00
5370 Support Services	\$5,355.00	\$0.00	\$5,355.00	\$0.00		\$0.00	\$0.00	0%	\$0.00
5395 Equipment - nonoutlay	\$6.00	\$0.00	\$6.00	\$0.00		\$0.00	\$0.00	+++	\$0.00
5505 Telephone	\$2,700.00	\$0.00	\$2,700.00	\$201.97		\$0.00	\$340.14	13%	\$0.00
5600 Indirect cost	\$7,708.00	\$0.00	\$7,708.00	\$0.00		\$0.00	\$4,809.00	8%	\$0.00
5601-100 Intra-county expense - Information services	\$29,323.00	\$0.00	\$29,323.00	\$1,979.10		\$0.00	\$3,860.68	13%	\$0.00
5601-200 Intra-county expense - Insurance	\$1,006.00	\$0.00	\$1,006.00	\$84.00		\$0.00	\$168.00	17%	\$0.00
Rollup Account 5601 Intra-county expense - Information services totals	\$30,331.00	\$0.00	\$30,331.00	\$2,063.10		\$0.00	\$4,028.68	13%	\$0.00
9003 Transfer out	\$30,000.00	\$0.00	\$30,000.00	\$2,500.00		\$0.00	\$5,000.00	17%	\$0.00
9003-100 Transfer out - General Fund	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	+++	\$0.00
Rollup Account 9003 Transfer out totals	\$30,000.00	\$0.00	\$30,000.00	\$2,500.00		\$0.00	\$5,000.00	17%	\$0.00
Department - 019 County Clerk totals	\$686,826.00	\$0.00	\$686,826.00	\$43,961.93		\$0.00	\$91,012.18	12%	\$0.00
Revenue Totals:	\$686,826.00	\$0.00	\$686,826.00	\$49,015.47		\$0.00	\$115,715.78	17%	\$0.00
Expenditure Totals:	\$686,826.00	\$0.00	\$686,826.00	\$43,961.93		\$0.00	\$91,012.18	12%	\$0.00
Fund Totals: GF	\$0.00	\$0.00	\$0.00	\$5,053.94		\$0.00	\$34,703.60		\$0.00

PRODUCTION *Brown Co* PRODUCTION
Budget Performance Report
 From Date: 1/1/2010 To Date: 2/28/2010

Account Number	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund: 802 Dog License									
Revenue									
4401 Licenses	\$33,500.00	\$0.00	\$33,500.00	\$0.00	\$0.00	\$0.00	\$33,500.00	0%	\$0.00
Revenue Totals	\$33,500.00	\$0.00	\$33,500.00	\$0.00	\$0.00	\$0.00	\$33,500.00	0%	\$0.00
Expense									
5300-004 Supplies - Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
5310 Advertising and public notice	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
5380 Miscellaneous	\$2,500.00	\$0.00	\$2,500.00	\$934.60	\$0.00	\$934.60	\$1,565.40	37%	\$0.00
5885 Payments to districts	\$29,000.00	\$0.00	\$29,000.00	\$0.00	\$0.00	\$0.00	\$29,000.00	0%	\$0.00
9003 Transfer out	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%	\$0.00
Revenue Totals:	\$33,500.00	\$0.00	\$33,500.00	\$0.00	\$0.00	\$0.00	\$33,500.00	0%	\$0.00
Expenditure Totals:	\$33,500.00	\$0.00	\$33,500.00	\$934.60	\$0.00	\$934.60	\$32,565.40	3%	\$0.00
Fund Totals: Dog License	\$0.00	\$0.00	\$0.00	\$934.60	\$0.00	\$934.60	\$934.60		\$0.00
Revenue Grand Totals:									
	\$720,326.00	\$0.00	\$720,326.00	\$49,015.47	\$0.00	\$115,715.78	\$604,610.22	16%	\$0.00
Expenditure Grand Totals:									
	\$720,326.00	\$0.00	\$720,326.00	\$44,896.53	\$0.00	\$81,946.78	\$638,379.22	11%	\$0.00
Grand Totals:									
	\$0.00	\$0.00	\$0.00	\$4,118.94	\$0.00	\$33,769.00	(\$33,769.00)		\$0.00

Brown County Clerk Budget Status Report

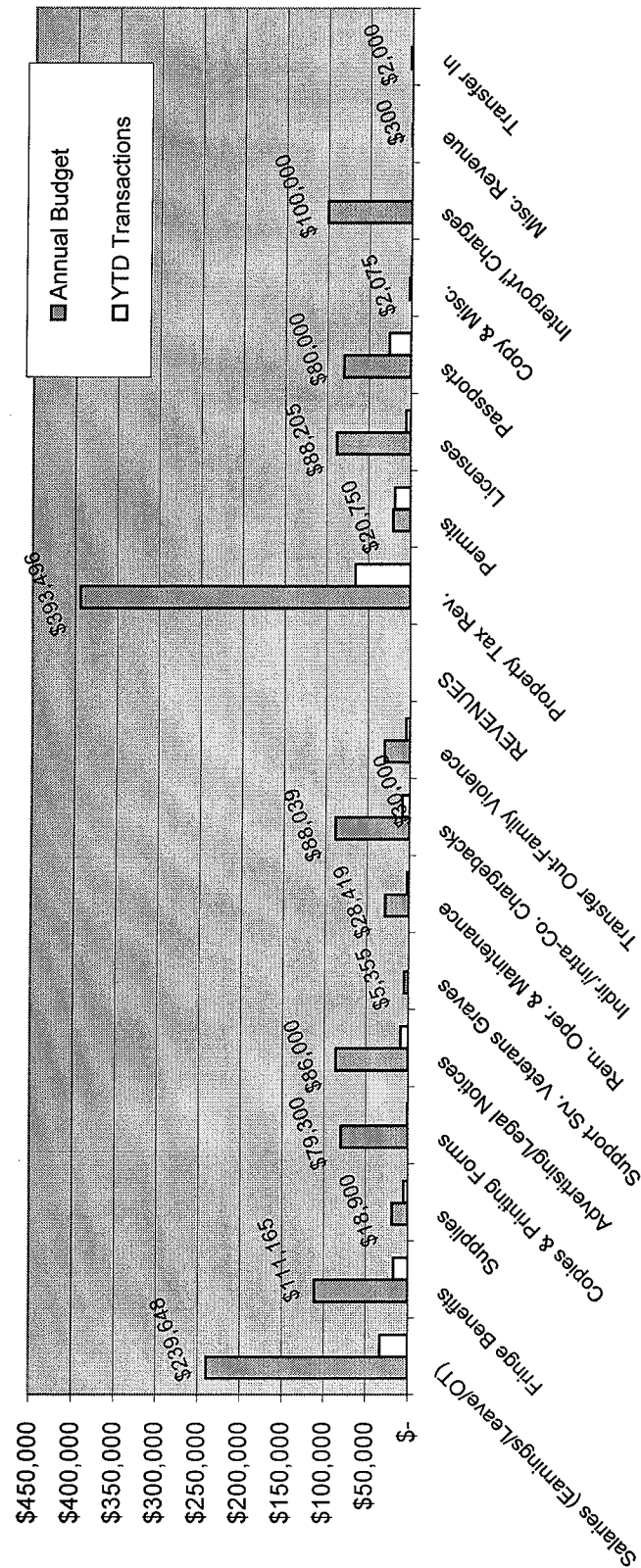
HIGHLIGHTS - Jan.-Mar. of Fiscal Year (25%)

Expenditures: Through the end of March most expenditure category percentages were at or under the fiscal year to date expenditures percentage (25%) of our budget. Increased passport services caused supplies for photo paper and postage to be higher than 25%.

Revenues: Most revenue category percentages met expectations. High revenue for Permits is due to Emergency Alarm permit revenues. Passport applications are above average therefore increasing revenues collected through March. Licenses, Intergovernmental Charges, and Misc. Public Charges are down because we haven't reached peak revenue periods yet.

MARCH 2010				
EXPENDITURES	Annual Budget	YTD Transactions	YTD	YTD %
Salaries (Earnings/Leave/OT)	\$ 239,648	\$ 50,717		21%
Fringe Benefits	\$ 111,165	\$ 25,772		23%
Supplies	\$ 18,900	\$ 6,173		33%
Copies & Printing Forms	\$ 79,300	\$ 964		1%
Advertising/Legal Notices	\$ 86,000	\$ 13,833		16%
Support Srv. Veterans Graves	\$ 5,355	\$ -		0%
Rem. Oper. & Maintenance	\$ 28,419	\$ 3,956		14%
Indir./Intra-Co. Chargebacks	\$ 88,039	\$ 20,433		23%
Transfer Out-Family Violence	\$ 30,000	\$ 7,500		25%
REVENUES				
Property Tax Rev.	\$ 393,496	\$ 98,374		25%
Permits	\$ 20,750	\$ 18,867		91%
Licenses	\$ 88,205	\$ 9,580		11%
Passports	\$ 80,000	\$ 41,613		52%
Copy & Misc.	\$ 2,075	\$ 309		15%
Intergovtl Charges	\$ 100,000	\$ -		0%
Misc. Revenue	\$ 300	\$ 18		6%
Transfer In	\$ 2,000	\$ -		0%

County Clerk - March 31, 2010



PRODUCTION *Brown Co* PRODUCTION

Budget Performance Report

From Date: 1/1/2010 To Date: 3/31/2010

Account Number	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund: 100 GF									
Revenue									
Department: 019 County Clerk									
4100 General property taxes	\$393,496.00	\$0.00	\$393,496.00	\$32,791.34		\$0.00	\$98,374.02	25%	\$0.00
4400-194 Permits - Work permit	\$2,500.00	\$0.00	\$2,500.00	\$100.00		\$0.00	\$167.50	7%	\$0.00
4400-195 Permits - Alarm permits	\$18,250.00	\$0.00	\$18,250.00	\$250.00		\$0.00	\$18,700.00	102%	\$0.00
Rollup Account 4400 Permits - Work permit totals:	\$20,750.00	\$0.00	\$20,750.00	\$350.00		\$0.00	\$18,867.50	91%	\$0.00
4401-191 Licenses - Conservative license fees	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	+++	\$0.00
4401-192 Licenses - Marriage License	\$87,605.00	\$0.00	\$87,605.00	\$3,935.00		\$0.00	\$9,525.00	11%	\$0.00
4401-193 Licenses - Domestic partnership	\$600.00	\$0.00	\$600.00	\$0.00		\$0.00	\$55.00	9%	\$0.00
Rollup Account 4401 Licenses - Conservative license fees totals:	\$88,205.00	\$0.00	\$88,205.00	\$3,935.00		\$0.00	\$9,580.00	11%	\$0.00
4600-190 Charges and fees - Passport	\$80,000.00	\$0.00	\$80,000.00	\$15,875.88		\$0.00	\$41,612.74	52%	\$0.00
4601-012 Sales - Copy machine use	\$1,025.00	\$0.00	\$1,025.00	\$88.00		\$0.00	\$299.00	29%	\$0.00
4601-196 Sales - Directory	\$900.00	\$0.00	\$900.00	\$0.00		\$0.00	\$4.74	1%	\$0.00
4601-197 Sales - Map	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	+++	\$0.00
Rollup Account 4601 Sales - Copy machine use totals:	\$1,925.00	\$0.00	\$1,925.00	\$88.00		\$0.00	\$303.74	16%	\$0.00
4609 Miscellaneous public charges	\$150.00	\$0.00	\$150.00	\$5.00		\$0.00	\$5.00	3%	\$0.00
4700 Intergovt charges	\$100,000.00	\$0.00	\$100,000.00	\$0.00		\$0.00	\$0.00	0%	\$0.00
4900 Miscellaneous	\$300.00	\$0.00	\$300.00	\$0.00		\$0.00	\$18.00	6%	\$0.00
9002 Transfer in	\$2,000.00	\$0.00	\$2,000.00	\$0.00		\$0.00	\$0.00	0%	\$0.00
9002-200 Transfer in - HR	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	+++	\$0.00
Rollup Account 9002 Transfer in totals:	\$2,000.00	\$0.00	\$2,000.00	\$0.00		\$0.00	\$0.00	0%	\$0.00
Department: 019 County Clerk totals:	\$686,826.00	\$0.00	\$686,826.00	\$53,045.22		\$0.00	\$168,761.00	25%	\$0.00
Revenue Totals	\$686,826.00	\$0.00	\$686,826.00	\$53,045.22		\$0.00	\$168,761.00	25%	\$0.00
Expense									
Department: 019 County Clerk									
5100 Regular earnings	\$238,640.00	\$0.00	\$238,640.00	\$17,524.18		\$0.00	\$49,255.37	21%	\$0.00
5102 Paid leave earnings	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	+++	\$0.00
5102-100 Paid leave earnings - Paid Leave	\$0.00	\$0.00	\$0.00	\$282.64		\$0.00	\$1,345.74	+++	\$0.00
5102-200 Paid leave earnings - Personal	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	+++	\$0.00

PRODUCTION *Brown Co* PRODUCTION

Budget Performance Report

From Date: 1/1/2010 To Date:3/31/2010

Account Number	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
5102-300 Paid leave earnings - Casual	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5102-400 Paid leave earnings - Sick	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5102-500 Paid leave earnings - Holiday	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5102-600 Paid leave earnings - Other (funeral, jury duty, etc)	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5102-999 Paid leave earnings - Accrual	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
Rollup Account 5102 Paid leave earnings totals:	\$0.00	\$0.00	\$0.00	\$282.64		\$1,345.74	\$1,345.74	(\$1,345.74)	+++	\$0.00
5103 Premium	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5103-000 Premium - Overtime	\$1,008.00	\$0.00	\$1,008.00	\$0.00		\$0.00	\$116.06	\$891.94	12%	\$0.00
5103-100 Premium - Comp time premium	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5103-200 Premium - Shift differential	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5103-300 Premium - Holiday	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
Rollup Account 5103 Premium totals:	\$1,008.00	\$0.00	\$1,008.00	\$0.00		\$116.06	\$116.06	\$891.94	12%	\$0.00
5109-100 Salaries reimbursement - Short term disability	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5110 Fringe benefits	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5110-100 Fringe benefits - FICA	\$17,528.00	\$0.00	\$17,528.00	\$1,293.40		\$0.00	\$3,686.03	\$13,841.97	21%	\$0.00
5110-110 Fringe benefits - Unemployment compensation	\$362.00	\$0.00	\$362.00	\$0.00		\$0.00	\$0.00	\$362.00	0%	\$0.00
5110-199 Fringe benefits - Back pay fringe	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5110-200 Fringe benefits - Health Insurance	\$60,973.00	\$0.00	\$60,973.00	\$4,826.03		\$0.00	\$14,550.31	\$46,422.69	24%	\$0.00
5110-210 Fringe benefits - Dental Insurance	\$4,152.00	\$0.00	\$4,152.00	\$383.08		\$0.00	\$1,154.32	\$2,997.68	28%	\$0.00
5110-220 Fringe benefits - Life Insurance	\$715.00	\$0.00	\$715.00	\$58.13		\$0.00	\$151.15	\$563.85	21%	\$0.00
5110-230 Fringe benefits - LT disability insurance	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5110-235 Fringe benefits - Disability insurance	\$2,041.00	\$0.00	\$2,041.00	\$166.97		\$0.00	\$500.77	\$1,540.23	25%	\$0.00
5110-240 Fringe benefits - Workers compensation insurance	\$305.00	\$0.00	\$305.00	\$25.42		\$0.00	\$76.22	\$228.78	25%	\$0.00
5110-300 Fringe benefits - Retirement	\$13,238.00	\$0.00	\$13,238.00	\$1,050.63		\$0.00	\$2,979.32	\$10,258.68	23%	\$0.00
5110-310 Fringe benefits - Retirement credit	\$11,851.00	\$0.00	\$11,851.00	\$953.33		\$0.00	\$2,673.61	\$9,177.39	23%	\$0.00
Rollup Account 5110 Fringe benefits totals:	\$111,165.00	\$0.00	\$111,165.00	\$8,756.99		\$0.00	\$25,771.73	\$85,393.27	23%	\$0.00
5300 Supplies	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00

PRODUCTION *Brown Co* PRODUCTION

Budget Performance Report

From Date: 1/1/2010 To Date: 3/31/2010

Account Number	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
5300-001 Supplies - Office	\$6,000.00	\$0.00	\$6,000.00	\$253.56		\$1,374.02	\$1,374.02	\$4,625.98	23%	\$0.00
5300-003 Supplies - Technology	\$2,900.00	\$0.00	\$2,900.00	\$0.00		\$2,737.00	\$2,737.00	\$163.00	94%	\$0.00
5300-004 Supplies - Postage	\$10,000.00	\$0.00	\$10,000.00	\$968.14		\$2,062.25	\$2,062.25	\$7,937.75	21%	\$0.00
Rollup Account 5300 Supplies totals:	\$18,900.00	\$0.00	\$18,900.00	\$1,221.70		\$6,173.27	\$6,173.27	\$12,726.73	33%	\$0.00
5303 Copy expense	\$4,700.00	\$0.00	\$4,700.00	\$195.70		\$402.39	\$402.39	\$4,297.61	9%	\$0.00
5304 Printing	\$2,600.00	\$0.00	\$2,600.00	\$101.50		\$188.59	\$188.59	\$2,411.41	7%	\$0.00
5304-100 Printing - Forms	\$72,000.00	\$0.00	\$72,000.00	\$0.00		\$373.45	\$373.45	\$71,626.55	1%	\$0.00
Rollup Account 5304 Printing totals:	\$74,600.00	\$0.00	\$74,600.00	\$101.50		\$562.04	\$562.04	\$74,037.96	1%	\$0.00
5305 Dues and memberships	\$220.00	\$0.00	\$220.00	\$45.00		\$95.00	\$95.00	\$125.00	43%	\$0.00
5306-100 Maintenance agreement - Software	\$13,169.00	\$0.00	\$13,169.00	\$1,053.94		\$3,161.82	\$3,161.82	\$10,007.18	24%	\$0.00
5307-100 Repairs and maintenance - Equipment	\$9,200.00	\$0.00	\$9,200.00	\$0.00		\$0.00	\$0.00	\$9,200.00	0%	\$0.00
5310 Advertising and public notice	\$86,000.00	\$0.00	\$86,000.00	\$4,945.96		\$13,832.95	\$13,832.95	\$72,167.05	16%	\$0.00
5330 Books, periodicals, subscription	\$830.00	\$0.00	\$830.00	\$0.00		\$22.00	\$22.00	\$808.00	3%	\$0.00
5340 Travel and training	\$2,300.00	\$0.00	\$2,300.00	\$56.48		\$280.08	\$280.08	\$2,019.92	12%	\$0.00
5370 Support Services	\$5,355.00	\$0.00	\$5,355.00	\$0.00		\$0.00	\$0.00	\$5,355.00	0%	\$0.00
5395 Equipment - nonoutlay	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
5505 Telephone	\$2,700.00	\$0.00	\$2,700.00	\$56.47		\$396.61	\$396.61	\$2,303.39	15%	\$0.00
5600 Indirect cost	\$57,708.00	\$0.00	\$57,708.00	\$4,809.00		\$14,427.00	\$14,427.00	\$43,281.00	25%	\$0.00
5601-100 Intra-county expense - Information services	\$29,323.00	\$0.00	\$29,323.00	\$1,893.32		\$5,754.00	\$5,754.00	\$23,569.00	20%	\$0.00
5601-200 Intra-county expense - Insurance	\$1,008.00	\$0.00	\$1,008.00	\$84.00		\$252.00	\$252.00	\$756.00	25%	\$0.00
Rollup Account 5601 Intra-county expense - Information services totals:	\$30,331.00	\$0.00	\$30,331.00	\$1,977.32		\$6,006.00	\$6,006.00	\$24,325.00	20%	\$0.00
9003 Transfer out	\$30,000.00	\$0.00	\$30,000.00	\$2,500.00		\$7,500.00	\$7,500.00	\$22,500.00	25%	\$0.00
9003-100 Transfer out - General Fund	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	+++	\$0.00
Rollup Account 9003 Transfer out totals:	\$30,000.00	\$0.00	\$30,000.00	\$2,500.00		\$7,500.00	\$7,500.00	\$22,500.00	25%	\$0.00
Department: 019 County Clerk totals:	\$686,826.00	\$0.00	\$686,826.00	\$43,526.88		\$129,348.06	\$129,348.06	\$557,477.94	19%	\$0.00
Revenue Totals:	\$686,826.00	\$0.00	\$686,826.00	\$53,045.22		\$168,761.00	\$168,761.00	\$518,065.00	25%	\$0.00
Expenditure Totals:	\$686,826.00	\$0.00	\$686,826.00	\$43,526.88		\$129,348.06	\$129,348.06	\$557,477.94	19%	\$0.00
Fund Totals: GF	\$0.00	\$0.00	\$0.00	\$9,518.34		\$39,412.94	\$39,412.94	(\$39,412.94)		\$0.00

PRODUCTION *Brown Co* PRODUCTION

Budget Performance Report

From Date: 1/1/2010 To Date: 3/31/2010

Account Number	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund: 802 Dog License									
Revenue									
4401 Licenses	\$33,500.00	\$0.00	\$33,500.00	\$0.00	\$0.00	\$0.00	\$33,500.00	0%	\$0.00
Revenue Totals	\$33,500.00	\$0.00	\$33,500.00	\$0.00	\$0.00	\$0.00	\$33,500.00	0%	\$0.00
Expense									
5300-004 Supplies - Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
5310 Advertising and public notice	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
5390 Miscellaneous	\$2,500.00	\$0.00	\$2,500.00	\$934.60	\$0.00	\$1,869.20	\$630.80	75%	\$0.00
5885 Payments to districts	\$29,000.00	\$0.00	\$29,000.00	\$0.00	\$0.00	\$0.00	\$29,000.00	0%	\$0.00
9003 Transfer out	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%	\$0.00
Revenue Totals:	\$33,500.00	\$0.00	\$33,500.00	\$0.00	\$0.00	\$0.00	\$33,500.00	0%	\$0.00
Expenditure Totals:	\$33,500.00	\$0.00	\$33,500.00	\$934.60	\$0.00	\$1,869.20	\$31,630.80	6%	\$0.00
Fund Totals: Dog License	\$0.00	\$0.00	\$0.00	(\$934.60)	\$0.00	(\$1,869.20)	\$1,869.20		\$0.00
Revenue Grand Totals:									
Revenue Grand Totals:	\$720,326.00	\$0.00	\$720,326.00	\$53,045.22	\$0.00	\$168,761.00	\$551,565.00	23%	\$0.00
Expenditure Grand Totals:	\$720,326.00	\$0.00	\$720,326.00	\$44,461.48	\$0.00	\$131,217.26	\$589,108.74	18%	\$0.00
Grand Totals:	\$0.00	\$0.00	\$0.00	\$8,583.74	\$0.00	\$37,543.74	(\$37,543.74)		\$0.00

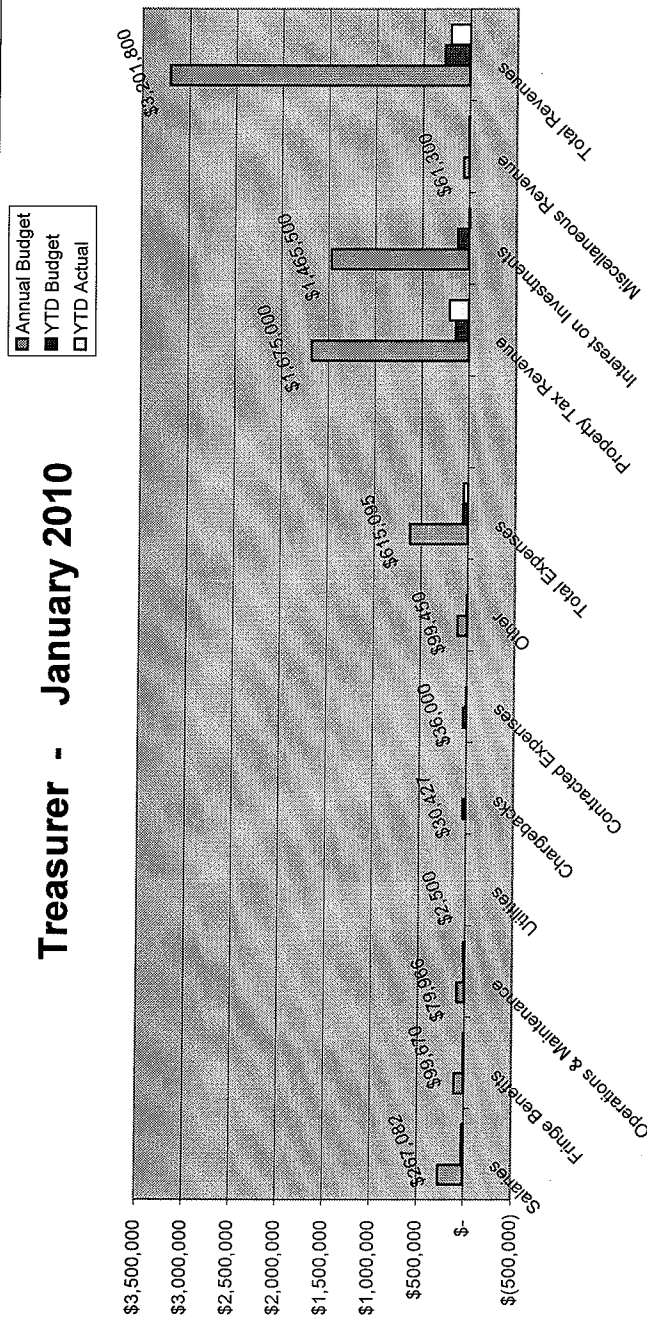
	Annual Budget	YTD Budget	YTD Actual
Salaries	\$ 287,082	\$ 22,257	\$ 18,802
Fringe Benefits	\$ 99,670	\$ 8,306	\$ 8,444
Operations & Maintenance	\$ 79,966	\$ 6,664	\$ 15,407
Utilities	\$ 2,500	\$ 208	\$ 197
Chargebacks	\$ 30,427	\$ 2,536	\$ 1,983
Contracted Expenses	\$ 36,000	\$ 3,000	\$ 1,963
Other	\$ 99,450	\$ 8,288	\$ (12)
Total Expenses	\$ 615,095	\$ 51,258	\$ 46,784
Property Tax Revenue	\$ 1,675,000	\$ 139,583	\$ 203,571
Interest on Investments	\$ 1,465,500	\$ 122,125	\$ (5,242)
Miscellaneous Revenue	\$ 61,300	\$ 5,108	\$ 6,752
Total Revenues	\$ 3,201,800	\$ 266,817	\$ 205,081
Net Levy Distribution	\$ 2,586,705	\$ 215,559	\$ 158,297

PLEASE NOTE:

Our interest income is considerably under budget. This is due to significant interest rate reductions by the Federal Reserve. We had forecasted that interest rates would have increased by this time.

Our expenditures are below budget.

Treasurer - January 2010



JANUARY 2010 BUDGET PERFORMANCE REPORT

Summary

Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget Less YTD Transactions	% Used / Rec'd	Prior Year Total
<u>Fund: 100 - GF</u>									
<u>Revenues</u>									
PTX - Property taxes	(2,586,705.00)	0.00	(2,586,705.00)	(215,558.75)	0.00	(215,558.75)	(2,371,146.25)	8%	(3,413,393.00)
OTX - Other taxes	1,675,000.00	0.00	1,675,000.00	203,571.67	0.00	203,571.67	1,471,428.33	12%	2,044,670.26
ICS - Intergovernmental charges for services	0.00	0.00	0.00	6,296.41	0.00	6,296.41	(6,296.41)	+++	44,923.96
MRV - Miscellaneous revenue	61,300.00	0.00	61,300.00	457.48	0.00	457.48	60,842.52	1%	2,098.32
IEE - Interest & investment earnings	1,465,500.00	0.00	1,465,500.00	(5,241.90)	0.00	(5,241.90)	1,470,741.90	0%	1,417,675.65
TRI - Transfer in	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	1,677.00
Revenue Totals:	\$615,095.00	\$0.00	\$615,095.00	(\$10,475.09)	\$0.00	(\$10,475.09)	\$625,570.09	-2%	\$97,652.19
<u>Expenditures</u>									
PER - Personnel services	267,082.00	0.00	267,082.00	18,801.82	0.00	18,801.82	248,280.18	7%	229,558.27
FBT - Fringe benefits and taxes	99,670.00	0.00	99,670.00	8,443.50	0.00	8,443.50	91,226.50	8%	85,661.52
OPM - Operations and maintenance	79,966.00	0.00	79,966.00	15,407.02	353.36	15,407.02	64,205.62	20%	91,312.06
UTL - Utilities	2,500.00	0.00	2,500.00	197.59	0.00	197.59	2,302.41	8%	2,448.20
CHG - Chargebacks	30,427.00	0.00	30,427.00	1,982.82	0.00	1,982.82	28,444.18	7%	32,109.44
CON - Contracted services	36,000.00	0.00	36,000.00	1,963.65	0.00	1,963.65	34,036.35	5%	29,114.12
OTH - Other	99,450.00	0.00	99,450.00	(13.47)	0.00	(13.47)	99,463.47	0%	85,765.17
OUT - Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
TRO - Transfer out	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
Expenditure Totals:	\$615,095.00	\$0.00	\$615,095.00	\$46,782.93	\$353.36	\$46,782.93	\$567,958.71	8%	\$555,968.78
Revenue Total:	\$615,095.00	\$0.00	\$615,095.00	(\$10,475.09)	\$0.00	(\$10,475.09)	\$625,570.09	-2%	\$97,652.19
Expenditure Total:	\$615,095.00	\$0.00	\$615,095.00	\$46,782.93	\$353.36	\$46,782.93	\$567,958.71	8%	\$555,968.78
Fund: 100 Net Total	\$0.00	\$0.00	\$0.00	(\$57,258.02)	(\$353.36)	(\$57,258.02)	\$57,611.38		(\$458,316.59)

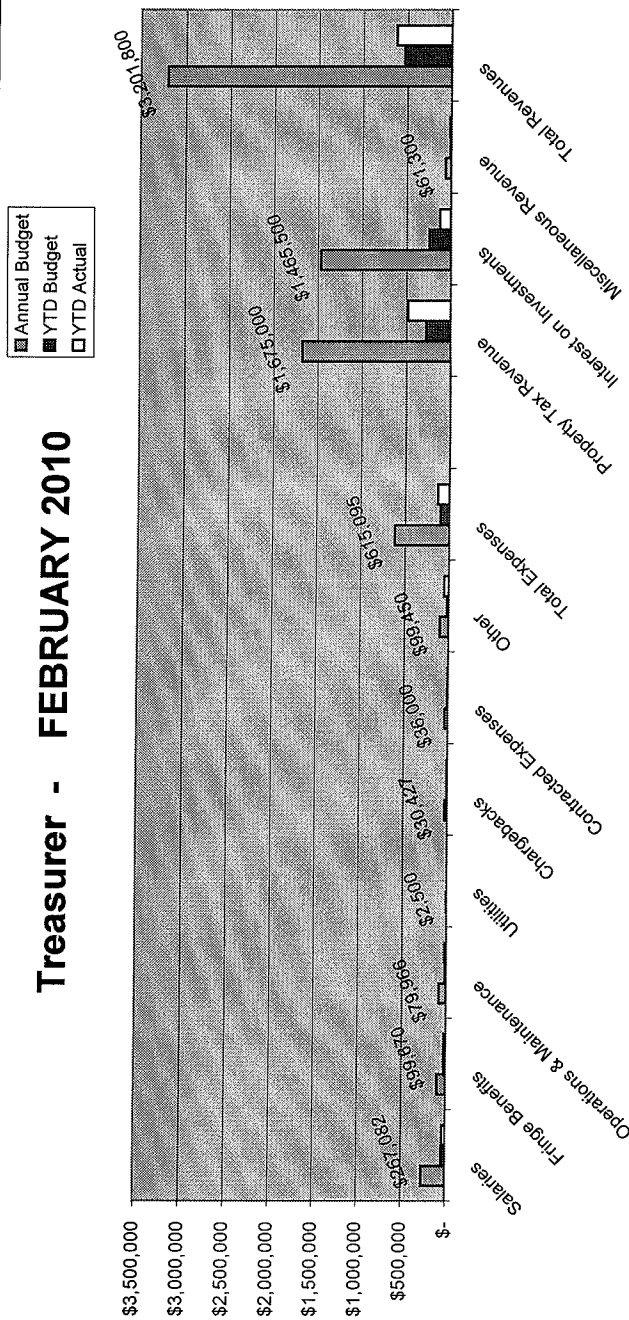
	Annual	YTD	YTD
	Budget	Budget	Actual
Salaries	\$ 267,082	\$ 44,514	\$ 37,851
Fringe Benefits	\$ 99,670	\$ 16,612	\$ 17,220
Operations & Maintenance	\$ 79,966	\$ 13,328	\$ 19,526
Utilities	\$ 2,500	\$ 417	\$ 204
Chargebacks	\$ 30,427	\$ 5,071	\$ 4,064
Contracted Expenses	\$ 36,000	\$ 6,000	\$ 1,964
Other	\$ 99,450	\$ 16,575	\$ 51,387
Total Expenses	\$ 615,095	\$ 102,516	\$ 132,216
Property Tax Revenue	\$ 1,675,000	\$ 279,167	\$ 481,852
Interest on Investments	\$ 1,465,500	\$ 244,250	\$ 123,259
Miscellaneous Revenue	\$ 61,300	\$ 10,217	\$ 15,325
Total Revenues	\$ 3,201,800	\$ 533,633	\$ 620,436
Net Levy Distribution	\$ 2,586,705	\$ 431,118	\$ 488,220

PLEASE NOTE:

Our interest income is considerably under budget. This is due to significant interest rate reductions by the Federal Reserve. We had forecasted that interest rates would have increased by this time.

Our expenditures are below budget. We have a positive variance of **\$57,102**.

Treasurer - FEBRUARY 2010



FEBRUARY 2010 BUDGET PERFORMANCE REPORT

Summary

Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget Less YTD Transactions	% Used / Rec'd	Prior Year Total
<u>Fund: 100 - GF</u>									
<u>Revenues</u>									
PTX - Property taxes	(2,586,705.00)	0.00	(2,586,705.00)	(215,558.75)	0.00	(431,117.50)	(2,155,587.50)	17%	(3,413,393.00)
OTX - Other taxes	1,675,000.00	0.00	1,675,000.00	278,280.30	0.00	481,851.97	1,193,148.03	29%	2,044,670.26
ICS - Intergovernmental charges for services	0.00	0.00	0.00	7,983.01	0.00	14,279.42	(14,279.42)	+++	44,923.96
MRV - Miscellaneous revenue	61,300.00	0.00	61,300.00	587.44	0.00	1,044.92	60,255.08	2%	2,098.32
IIE - Interest & investment earnings	1,465,500.00	0.00	1,465,500.00	128,501.32	0.00	123,259.42	1,342,240.58	8%	1,417,675.65
TRI - Transfer in	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	1,677.00
Revenue Totals:	\$615,095.00	\$0.00	\$615,095.00	\$199,793.32	\$0.00	\$189,318.23	\$425,776.77	31%	\$97,652.19
<u>Expenditures</u>									
PER - Personnel services	267,082.00	0.00	267,082.00	19,049.05	0.00	37,850.87	229,231.13	14%	229,558.27
FBT - Fringe benefits and taxes	99,670.00	0.00	99,670.00	8,776.84	0.00	17,220.34	82,449.66	17%	85,661.52
OPM - Operations and maintenance	79,966.00	0.00	79,966.00	4,118.75	1,088.76	19,525.77	59,351.47	26%	91,312.06
UTL - Utilities	2,500.00	0.00	2,500.00	6.69	0.00	204.28	2,295.72	8%	2,448.20
CHG - Chargebacks	30,427.00	0.00	30,427.00	2,081.51	0.00	4,064.33	26,362.67	13%	32,109.44
CON - Contracted services	36,000.00	0.00	36,000.00	0.00	0.00	1,963.65	34,036.35	5%	29,114.12
OTH - Other	99,450.00	0.00	99,450.00	51,400.47	0.00	51,387.00	48,063.00	52%	85,765.17
OUT - Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
TRO - Transfer out	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
Expenditure Totals:	\$615,095.00	\$0.00	\$615,095.00	\$85,433.31	\$1,088.76	\$132,216.24	\$481,790.00	22%	\$555,968.78
Revenue Total:	\$615,095.00	\$0.00	\$615,095.00	\$199,793.32	\$0.00	\$189,318.23	\$425,776.77	31%	\$97,652.19
Expenditure Total:	\$615,095.00	\$0.00	\$615,095.00	\$85,433.31	\$1,088.76	\$132,216.24	\$481,790.00	22%	\$555,968.78
Fund: 100 Net Total	\$0.00	\$0.00	\$0.00	\$114,360.01	(\$1,088.76)	\$57,101.99	(\$56,013.23)		(\$458,316.59)

BROWN COUNTY TREASURER'S FINANCIAL REPORT FOR THE MONTH OF JANUARY

Following is a statement of the County Treasurer of the Cash on Hand and in the General Account from the Brown County Treasurer as of January 31, 2010.

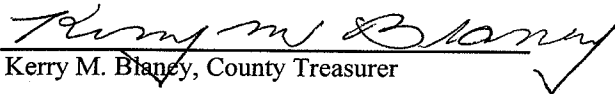
Associated Bank and Chase Bank	\$12,833,446.10
Bank Mutual and Denmark State Bank	\$6,299,322.23
Wisconsin Development Fund	\$0.00
Overnight Investments	\$0.00
Deposits in Transit	\$2,350,923.22
Emergency Fund	(\$100,179.07)
NSF Checks Redeposited	\$3,754.75
Clerk Passport Account	\$0.00
Workers Comp Acct	(\$27,295.83)
UMR Sweep Account	(\$589,837.36)
Bank Error(s)	\$0.00
Total	\$20,770,134.04
Less Outstanding Checks	(\$3,899,290.88)
Other Reconcilable Items	(\$9,772.05)
Balance Per County	\$16,861,071.11

Following is a statement of the County Treasurer of the Working Capital reserves placed in time deposits in the designated public depositories within Brown County for the purpose of investments as of January 31, 2010.

	2009	2010
Year-to-Date Interest Received	\$0.00	\$0.00
Interest Received-Current Month	\$155,912.86	\$17,792.97
Year-to-Date Interest Unrestricted Funds	\$155,912.86	\$17,792.97
Working Capital Reserves Invested	\$95,028,096.69	\$132,460,005.87
Restricted Investments	\$39,904,011.85	\$10,026,831.83
Total Funds Invested	\$134,932,108.54	\$142,486,837.70
Certificates of Deposits	\$16,350,000.00	\$11,850,000.00
Treas-Gov't Agencies	\$45,882,503.61	\$40,078,429.20
Commercial Paper	\$14,998,015.98	\$0.00
Money Mkt-Pool	\$57,701,588.95	\$90,558,408.50
Total	\$134,932,108.54	\$142,486,837.70

Rate of Return: 1.225% 1.161%

I, Kerry M. Blaney, Brown County Treasurer, do hereby certify that the above statement of Cash on Hand and in the General Account as of January 31, 2010. Statement of Investments for the month of January have been compared and examined, and found to be correct.


Kerry M. Blaney, County Treasurer

Approved by:

County Executive _____ Date _____

Submitted by Administration Committee:

Final draft approved by Corporation Counsel

BROWN COUNTY TREASURER'S FINANCIAL REPORT FOR THE MONTH OF FEBRUARY

Following is a statement of the County Treasurer of the Cash on Hand and in the General Account from the Brown County Treasurer as of February 28, 2010.

Associated Bank and Chase Bank	\$6,191,998.19
Bank Mutual and Denmark State Bank	\$715,101.27
Wisconsin Development Fund	\$0.00
Overnight Investments	\$0.00
Deposits in Transit	\$458,985.30
Emergency Fund	(\$50,354.59)
NSF Checks Redeposited	\$10,433.47
Clerk Passport Account	\$0.00
Workers Comp Acct	(\$14,659.31)
UMR Sweep Account	(\$447,725.16)
Bank Error(s)	\$0.00
Total	\$6,863,779.17
Less Outstanding Checks	(\$2,767,593.02)
Other Reconcilable Items	\$1,358.10
Balance Per County	\$4,097,544.25

Following is a statement of the County Treasurer of the Working Capital reserves placed in time deposits in the designated public depositories within Brown County for the purpose of investments as of February 28, 2010.

	2009	2010
Year-to-Date Interest Received	\$155,912.86	\$17,772.97
Interest Received-Current Month	<u>\$184,975.42</u>	<u>\$168,439.19</u>
Year-to-Date Interest Unrestricted Funds	\$340,888.28	\$186,212.16
 Working Capital Reserves Invested	 \$116,701,582.29	 \$131,519,217.74
Restricted Investments	<u>\$39,904,011.85</u>	<u>\$10,026,831.83</u>
Total Funds Invested	\$156,605,594.14	\$141,546,049.57
 Certificates of Deposits	 \$16,350,000.00	 \$13,350,000.00
Treas-Gov't Agencies	\$45,928,203.75	\$43,146,858.07
Commercial Paper	\$16,990,177.09	\$0.00
Money Mkt-Pool	<u>\$77,337,213.30</u>	<u>\$85,049,191.50</u>
Total	\$156,605,594.14	\$141,546,049.57

Rate of Return: 1.003% 1.459%

I, Kerry M. Blaney, Brown County Treasurer, do hereby certify that the above statement of Cash on Hand and in the General Account as of February 28, 2010. Statement of Investments for the month of February have been compared and examined, and found to be correct.


Kerry M. Blaney, County Treasurer

Approved by:

County Executive _____ Date _____

Submitted by Administration Committee:

Final draft approved by Corporation Counsel

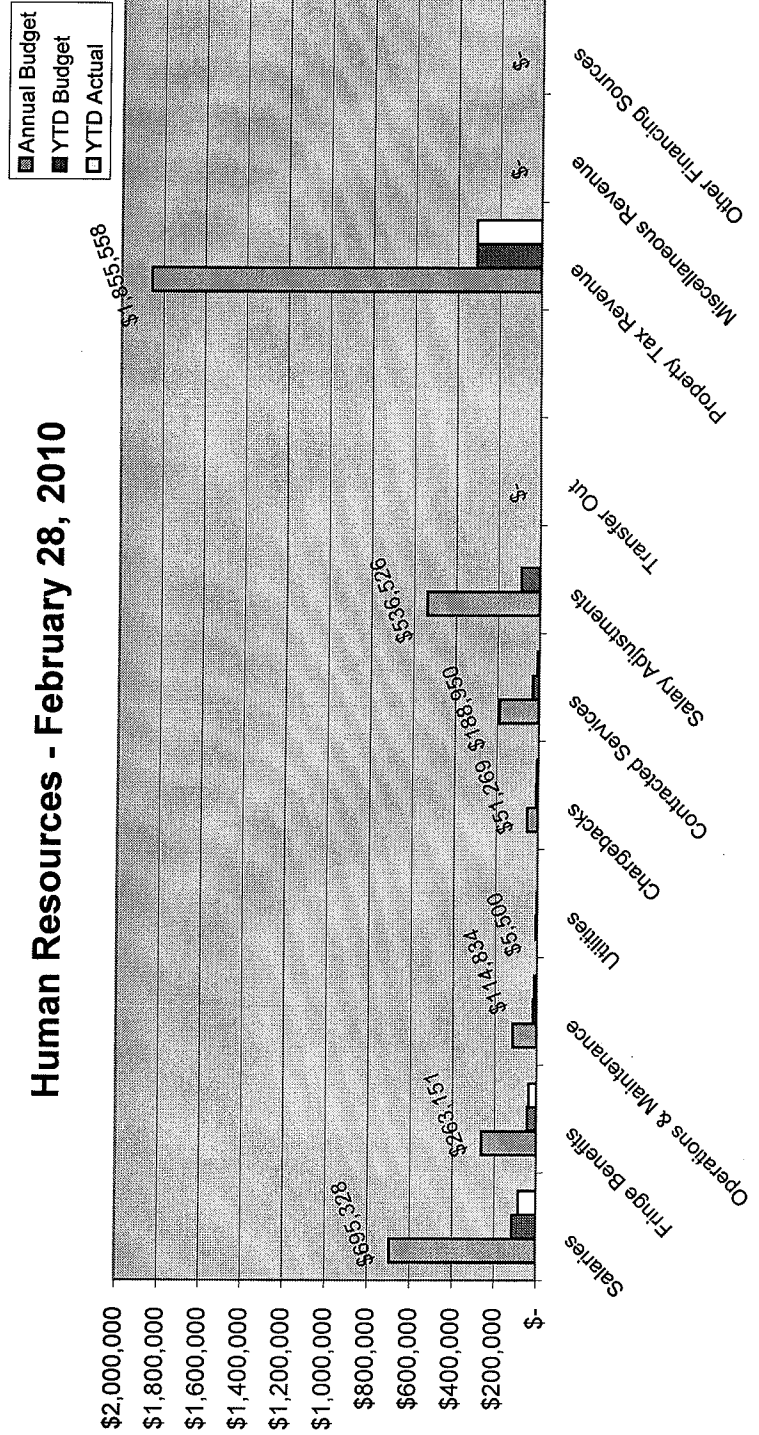
Brown County
Human Resources
Budget Status Report
2/28/2010

	Annual Budget	YTD Budget	YTD Actual
Salaries	\$ 695,328	\$ 115,888	\$ 84,556
Fringe Benefits	\$ 263,151	\$ 43,859	\$ 37,516
Operations & Maintenance	\$ 114,834	\$ 19,139	\$ 12,158
Utilities	\$ 5,500	\$ 917	\$ 385
Chargebacks	\$ 51,269	\$ 8,545	\$ 6,823
Contracted Services	\$ 188,950	\$ 31,492	\$ 8,650
Salary Adjustments	\$ 536,526	\$ 89,421	\$ -
Transfer Out	\$ -	\$ -	\$ -
Property Tax Revenue	\$ 1,855,558	\$ 309,260	\$ 309,260
Miscellaneous Revenue	\$ -	\$ -	\$ -
Other Financing Sources	\$ -	\$ -	\$ -

HIGHLIGHTS:

All cost categories are within budget. The Salary Adjustment line item is used for Retirement Payout, Retroactive Pay (if the department budget cannot absorb) and Casual Leave Payout.

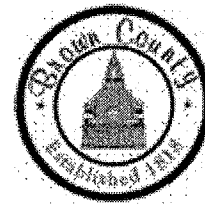
Human Resources - February 28, 2010



HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



DEBBIE KLARKOWSKI, PHR

PHONE (920) 448-4065 FAX (920) 448-6277 WEB: www.co.brown.wi.us

HUMAN RESOURCES MANAGER

Date: April 9, 2010
To: Administration Committee Members
From: Debbie Klarkowski, Human Resources Manager
Re: Administration Committee Report

HUMAN RESOURCES ACTIVITY REPORT FOR MARCH 2010

Hires:

Full-Time:

Benefits & Compensation Manager	1
First Mechanic	1

Limited Term/Seasonal/On-Call:

Intern – Land Conservation	1
Nursing Assistant – On Call	3
Seasonal – Golf Course	5
Seasonal Trail Ranger	1

TOTAL HIRES: 12

Separations:

Full-Time:

Captain – Sheriff's	1
Director of Public Safety	1
Recycling Manager	1

Part-Time:

Clerk – Library	2
Secretary – Board of Supervisors	1

Limited Term/Seasonal/On-Call:

TOTAL SEPARATIONS: 6

Current Employees:

Regular Employees: 1444 (1356.66 FTE's)

Extra Help: 187 (Includes On-call, Seasonal, Summer, Co-op/Intern & Temporary Help positions.)

Total Employees: 1631

BUDGET ADJUSTMENT REQUEST

<u>Adjustment</u>	<u>Description</u>	<u>Approval Level</u>
<input type="checkbox"/> Category 1	Reallocation from one account to another <u>within</u> the major budget classifications.	Department Head
<input type="checkbox"/> Category 2	<input type="checkbox"/> a. Change in Outlay not requiring the reallocation of funds from another major budget classification. <input type="checkbox"/> b. Change in any item within Outlay account which requires the reallocation of funds from any other major budget classification or the reallocation of Outlay funds to another major budget classification.	County Executive County Board
<input type="checkbox"/> Category 3	<input type="checkbox"/> a. Reallocation between budget classifications other than 2b or 3b adjustments. <input type="checkbox"/> b. Reallocation of personnel services and fringe benefits to another major budget classification except contracted services, or reallocation to personnel services and fringe benefits from another major budget classification except contracted services.	County Executive County Board
<input type="checkbox"/> Category 4	Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund)	County Board
<input checked="" type="checkbox"/> Category 5	Increase in expenses with offsetting increase in revenue	County Board

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	752.064.034.5600	Indirect Cost	52,676
<input type="checkbox"/>	<input checked="" type="checkbox"/>	752.064.3000	Fund Balance	52,676
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			

Narrative Justification:

Final Indirect Cost numbers were not available at the time this Worker's Comp budget needed to be completed. The budget is now being adjusted to match the completed cost plan allocation of \$86,544. The increase will come from available fund balance.

Debbie Markowski
Penny Whit
 AUTHORIZATIONS
 Signature of Department Head
 Department: Human Resources
 Date: 4/7/2010

Tom Viny
 Signature of Executive
 Date: 4/9/10

AM
 4-9-10

May 19, 2010

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies & Gentlemen:

RESOLUTION REGARDING
CHANGE IN TABLE OF ORGANIZATION
DEPARTMENT OF ADMINISTRATION

WHEREAS, in 2008 the Grant Development Specialist was moved from the Human Services table of organization to the Department of Administration to better serve all county departments centrally; and

WHEREAS, the Office Manager I in the Department of Administration accepted the position of Grant Development Coordinator; and

WHEREAS, the Office Manager I vacancy was filled for a short period of time but was vacated again after several months. At this time, the department was evaluating the best use of the grant position and how other departments would utilize the assistance of this position. In addition, the grant position assumed some of the vacant Office Manager duties to allow the department to evaluate the need for two full time positions; and

WHEREAS, after a thorough review was completed by Human Resources in conjunction with the Department of Administration, the following changes to the table of organization are recommended; and

WHEREAS, Human Resources and the Department of Administration recommend the deletion of (1.0) FTE Office Manager I and the deletion of (1.0) FTE Grant Development Coordinator. The duties have been consolidated to create the addition of 1.0 FTE Administrative/Grants Coordinator; and

WHEREAS, it is further recommended that the Administrative/Grants Coordinator position be placed in the Administrative Classification and Compensation Plan in Grade 15; and

WHEREAS, the Administration Committee and Executive Committee concur with the above proposed changes to the Department of Administration table of organization.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that it hereby approves the deletion of (1.0) FTE Office Manager I and (1.0) FTE Grant Development Coordinator from the Department of Administration table of organization and the creation of 1.0 FTE Administrative/Grants Coordinator.

BE IT FURTHER RESOLVED, by the Brown County Board of Supervisors, that the Administrative/Grants Coordinator position will be placed in Grade 15 of the Administrative Classification and Compensation Plan.

**Fiscal Impact Salary and Fringe Benefits
For the Period of 5/01/10 – 12/31/10**

<u>Position Title</u>	<u>FTE</u>	<u>Addition/ Deletion</u>	<u>Salary</u>	<u>Fringe</u>	<u>Total</u>
Office Manager I	(1.0)	Deletion	-- Unfunded for 2010 --		
Grant Development Coordinator	(1.0)	Deletion	(\$33,324)	(\$12,076)	(\$45,400)
Administrative/Grants Coordinator	1.0	Addition	<u>\$32,222</u>	<u>\$ 11,677</u>	<u>\$43,899</u>
Total Fiscal Impact			<u>(\$ 1,102)</u>	<u>(\$ 399)</u>	<u>(\$ 1,501)</u>

Respectfully submitted,

ADMINISTRATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE

Date Signed: _____

Final Draft Submitted by Human Resources and Approved by Corporation Counsel

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



DEBBIE KLARKOWSKI, PHR

PHONE (920) 448-4065 FAX (920) 448-6277 WEB: www.co.brown.wi.us

HUMAN RESOURCES MANAGER

TO: Administrative Committee

FROM: Debbie Klarkowski
Human Resources

DATE: April 13, 2010

SUBJECT: Grant Development Coordinator – Reclassification

In 2008 the vacant Grant Development Specialist was moved from the Human Services table of organization to the Department of Administration so that the position could better serve all county departments centrally. The Office Manager in the Department of Administration accepted the role in 2008. After acceptance, the vacant position of Office Manager was filled for a short period of time but then vacated again after several months.

At this time, the department was working to “market” the grant position centrally and evaluate how other departments would utilize the assistance of this position. In addition, the grant position was asked to assume some of the vacant Office Manager duties to also allow the department to evaluate the need for two full time positions.

Recommendation:

Per County Code 4.48 Salary Structure (4); before any duties outside a positions class description are assigned to the position, prior approval must be received from the Human Resources Department. If the assignment of duties is approved, the position will be evaluated for reclassification consistent with the process outlined for new positions.

After a thorough evaluation of the needs of the department, it is recommended the Office Manager I and Grant Development Coordinator positions be eliminated from the Department of Administration table of organization. The duties of the positions have been consolidated into a new position, Administrative/Grants Coordinator. It is further recommended that a new position of Administrative/Grants Coordinator be created in the Department of Administration table of organization. The position of Administrative/Grants Coordinator position will be placed in the Administrative Class and Compensation Plan in Grade 15.

2010 Fiscal Impact Calculation
 For the Period 5/1/10 - 12/31/10
 (Delete 1.0 FTE Grant Development Coordinator, Add 1.0 FTE Administrative/Grants Coordinator)

Fiscal Impact for the period 5/1/10 to 12/31/10:

2010 Salary (5/1/10 - 12/31/10)	Administrative/ Grants Coordinator	Grant Development Coordinator	Diff
	\$ 32,222.00	\$ (33,324.00)	\$ (1,102.00)
2010 Fringe Benefits (5/1/10 - 12/31/10)	\$ 11,677.25	\$ (12,076.62)	\$ (399.36)
Total Fiscal Impact:	\$ 43,899.25	\$ (45,400.62)	\$ (1,501.36)

**Brown County
Facilities Management
Budget Status Report
2/28/2010**

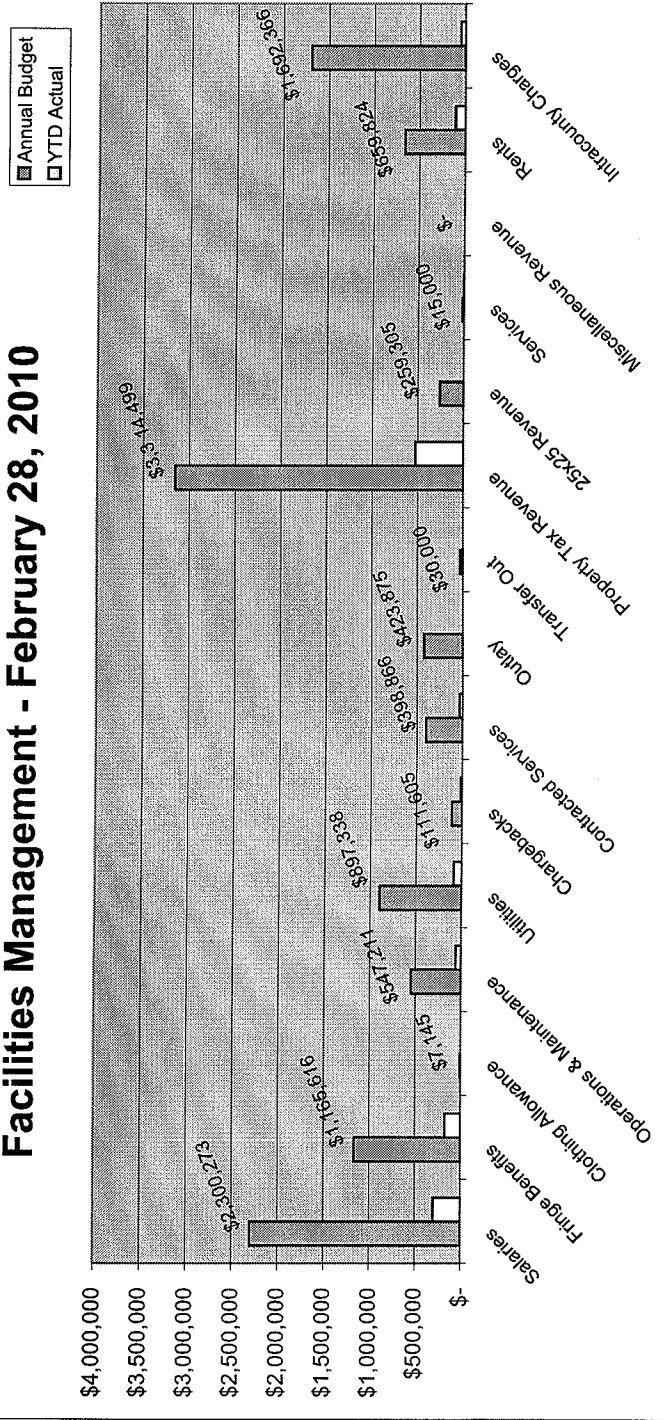
	Annual Budget	YTD Actual	% of Budget
Salaries	\$ 2,300,273	\$ 298,999	13.00%
Fringe Benefits	\$ 1,165,616	\$ 171,377	14.70%
Clothing Allowance	\$ 7,145	\$ 130	1.82%
Operations & Maintenance	\$ 547,211	\$ 59,570	10.89%
Utilities	\$ 897,338	\$ 87,925	9.80%
Chargebacks	\$ 111,605	\$ 16,323	14.63%
Contracted Services	\$ 398,866	\$ 35,679	8.95%
Outlay	\$ 423,875	\$ 813	0.19%
Transfer Out	\$ 30,000	\$ -	0.00%
Property Tax Revenue	\$ 3,151,115	\$ 525,186	16.67%
25x25 Revenue	\$ 259,305	\$ -	0.00%
Services	\$ 15,000	\$ 2,500	16.67%
Miscellaneous Revenue	\$ -	\$ 89	
Rents	\$ 659,824	\$ 107,134	16.24%
Intracounty Charges	\$ 1,692,366	\$ 49,823	2.94%
Transfer In	\$ 104,319	\$ -	0.00%

HIGHLIGHTS: Preliminary results

Expenses: Expenses are at 11.4% of annual budget

Revenues: Revenues are sufficient to cover expenses.

Facilities Management - February 28, 2010



BUDGET ADJUSTMENT REQUEST


<u>Adjustment</u>	<u>Description</u>	<u>Approval Level</u>
<input type="checkbox"/> Category 1	Reallocation from one account to another <u>within</u> the major budget classifications.	Department Head
<input type="checkbox"/> Category 2	<input type="checkbox"/> a. Change in Outlay not requiring the reallocation of funds from another major budget classification. <input type="checkbox"/> b. Change in any item within Outlay account which requires the reallocation of funds from any other major budget classification or the reallocation of Outlay funds to another major budget classification.	County Executive County Board
<input type="checkbox"/> Category 3	<input type="checkbox"/> a. Reallocation between budget classifications other than 2b or 3b adjustments. <input type="checkbox"/> b. Reallocation of personnel services and fringe benefits to another major budget classification except contracted services, or reallocation to personnel services and fringe benefits from another major budget classification except contracted services.	County Executive County Board
<input type="checkbox"/> Category 4	Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund)	County Board
<input checked="" type="checkbox"/> Category 5	Increase in expenses with offsetting increase in revenue	County Board

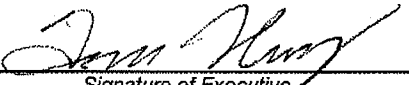
Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	450.056.6110.020	CTC Bldg - Outlay Equipment	71,050
<input checked="" type="checkbox"/>	<input type="checkbox"/>	450.056.6181	CTC Bldg - Architect	126,304
<input checked="" type="checkbox"/>	<input type="checkbox"/>	450.056.6182.100	CTC Bldg - General Construction	793,000


Narrative Justification:

This request transfers funds to 2010 for remaining expenditures required to complete the Community Treatment Center Construction Project. Funds were provide in the 2007 Construction Bond.

AUTHORIZATIONS


 Signature of Department Head
 Department: Facility and Parks Maintenance
 Date: 04/09/10


 Signature of Executive
 Date: 4/13/10


 4-12-10

Brown County
Information Services
Budget Status Report

12/31/2009

	Annual Budget	YTD Actual	% of Budget
Salaries	\$ 1,211,325	\$ 1,175,803	97.05%
Fringe Benefits	\$ 511,597	\$ 453,043	88.55%
Operations & Maintenance	\$ 1,668,189	\$ 1,191,378	71.42%
Utilities	\$ 252,616	\$ 202,088	80.00%
Chargebacks	\$ 5,849	\$ 5,849	100.00%
Contracted Services	\$ 272,915	\$ 141,376	51.80%
Depreciation	\$ 389,903	\$ 457,087	117.23%
Outlay	\$ -	\$ 32,028	-
Charges for Sales and Service	\$ -	\$ 324	-
Miscellaneous Revenue	\$ -	\$ 20,300	-
Charges to County Departments	\$ 4,337,394	\$ 3,658,731	84.35%
Transfer In	\$ -	\$ 93,061	-

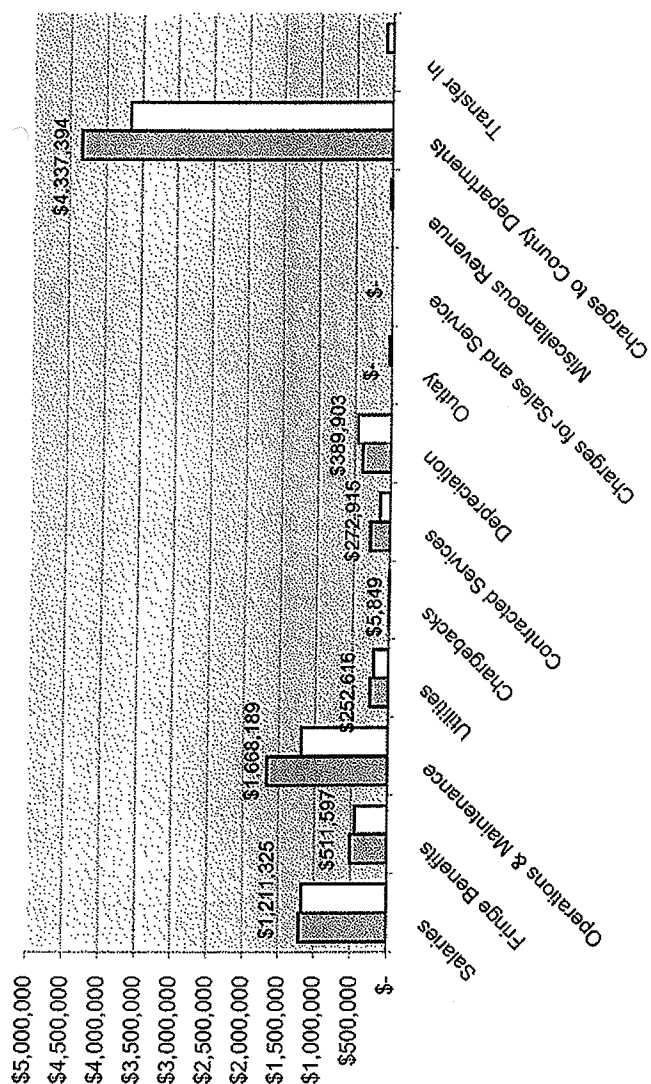
HIGHLIGHTS:

Expenses: Utilities costs are below budget due to the VOIP project phone services being delayed until June, but the costs were expected to start in March. Early implementation of new fiber lines created lower costs in the AT&T line charges. Charges for the new data center have been less than budgeted which has recognized additional savings in Utilities. Contracted Services is less than budget due to the Fiber Optic maintenance costs being overprojected.

Revenues: This budget is funded by chargebacks to departments based on an overhead formula and labor direct expenses. Miscellaneous Revenue is for printer rebates. Transfer in is the 2009 costs incurred for Fiber Optics, which was bond funded, and then transferred as an asset to IS.

**Information Services
December 31, 2009**

■ Annual Budget
□ YTD Actual



Brown County
Information Services
Budget Status Report
2/28/2010

	Annual Budget	YTD Actual	% of Budget
Salaries	\$ 1,055,741	\$ 149,760	14.19%
Fringe Benefits	\$ 430,993	\$ 74,808	17.36%
Operations & Maintenance	\$ 843,856	\$ 143,929	15.25%
Utilities	\$ 202,312	\$ 29,067	14.37%
Chargebacks	\$ 6,776	\$ 1,129	16.67%
Contracted Services	\$ 309,700	\$ 13,920	4.49%
Depreciation	\$ 903,864	\$ 67,191	7.43%
Outlay	\$ -	\$ -	-
Transfer Out	\$ 87,389	\$ 10,963	-
Charges for Sales and Service	\$ -	\$ -	-
Miscellaneous Revenue	\$ -	\$ -	-
Charges to County Departments	\$ 3,939,079	\$ 523,023	13.28%
Transfer In	\$ -	\$ 3,960	-

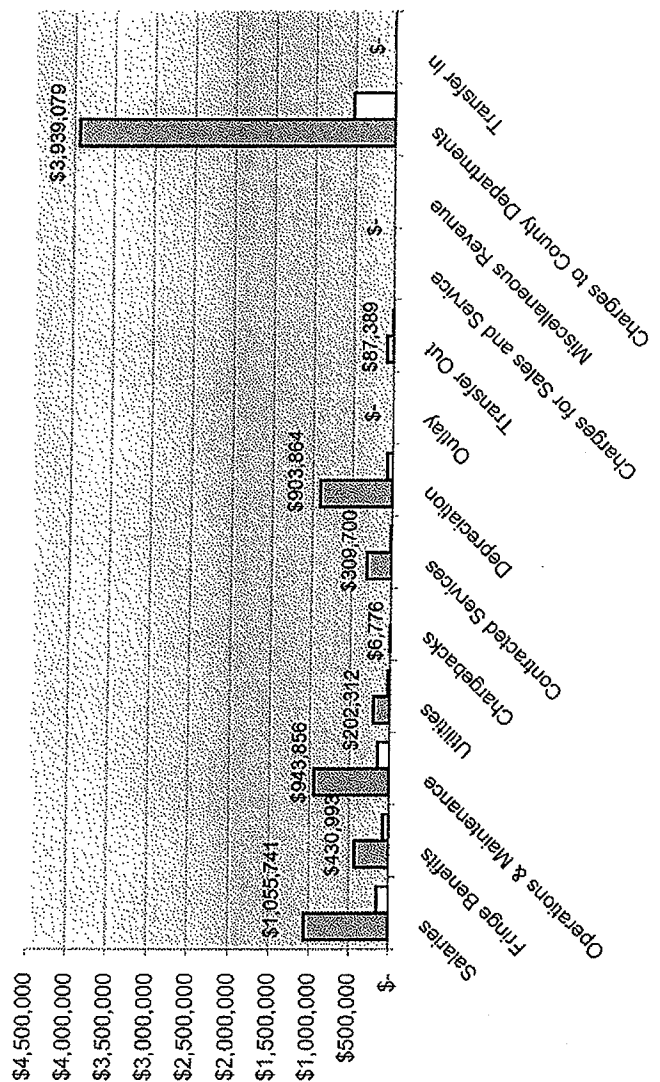
HIGHLIGHTS:

Expenses: As is the case every year, with the software licensing expenses that are incurred early each year, the operations and maintenance costs run higher in the early months but will average out through the year. Transfer Out is for the programmer/analyst wages for January and February 2010 as the position moved from Administration to Information Services.

Revenues: This budget is funded by chargebacks to departments based on an overhead formula and labor direct expenses. Transfer In cost is maintenance costs paid for in 2009 and being transferred to 2010.

**Information Services
February 28, 2010**

■ Annual Budget
□ YTD Actual



Brown County

Information Services

Budget Status Report

3/31/2010

	Annual Budget	YTD Actual	% of Budget
Salaries	\$ 1,055,741	\$ 232,735	22.04%
Fringe Benefits	\$ 430,993	\$ 116,672	27.07%
Operations & Maintenance	\$ 1,069,337	\$ 184,329	17.24%
Utilities	\$ 202,312	\$ 49,697	24.56%
Chargebacks	\$ 6,776	\$ 1,694	25.00%
Contracted Services	\$ 380,700	\$ 17,486	4.59%
Depreciation	\$ 903,864	\$ 100,787	11.15%
Outlay	\$ -	\$ -	-
Transfer Out	\$ 87,389	\$ 16,987	-
Charges for Sales and Service	\$ -	\$ -	-
Miscellaneous Revenue	\$ -	\$ -	-
Charges to County Departments	\$ 4,135,560	\$ 780,663	18.88%
Transfer In	\$ -	\$ 3,960	-

HIGHLIGHTS:

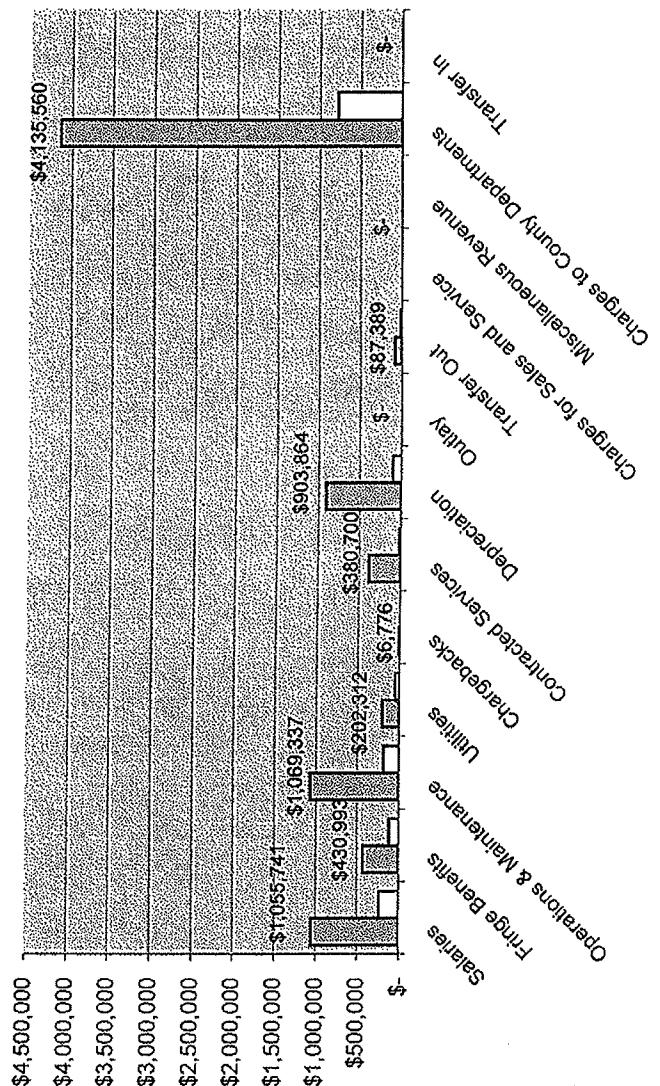
Expenses: As is the case every year, with the software licensing expenses that are incurred early each year, the operations and maintenance costs run higher in the early months but will average out through the year. Transfer Out is for the programmer/analyst wages for January and February 2010 as the position moved from Administration to Information Services.

Revenues: This budget is funded by chargebacks to departments based on an overhead formula and labor direct expenses. Transfer In cost is maintenance costs paid for in 2009 and being transferred to 2010.

**Information Services
March 31, 2010**

■ Annual Budget

□ YTD Actual



Director's Report – April 29, 2010

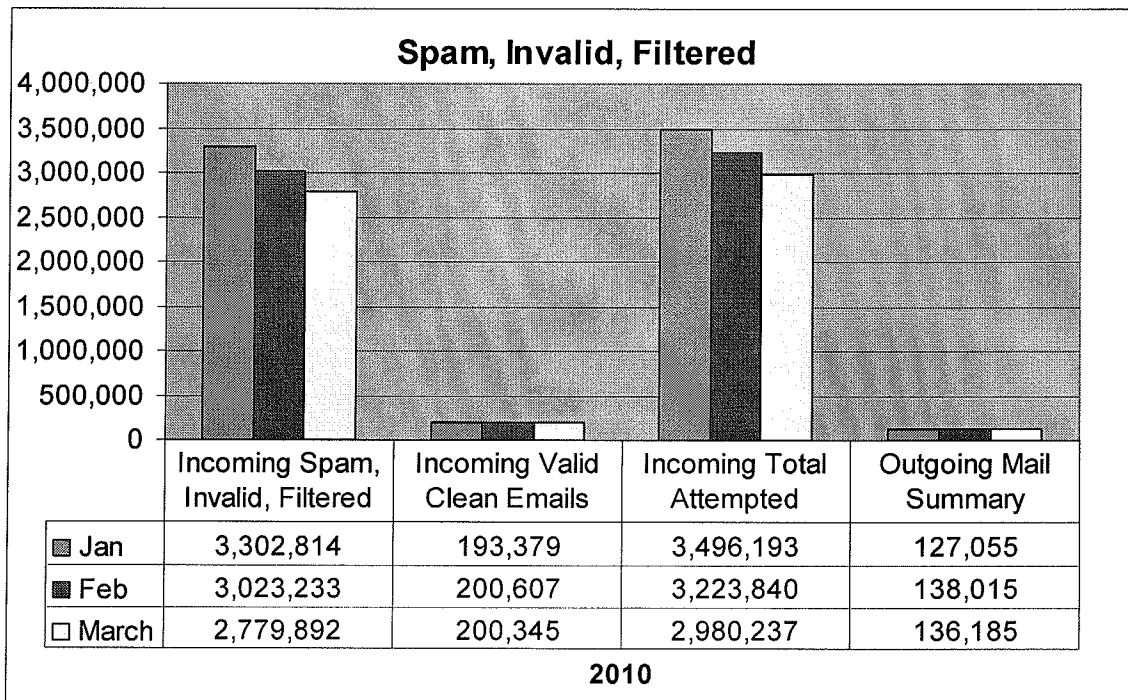
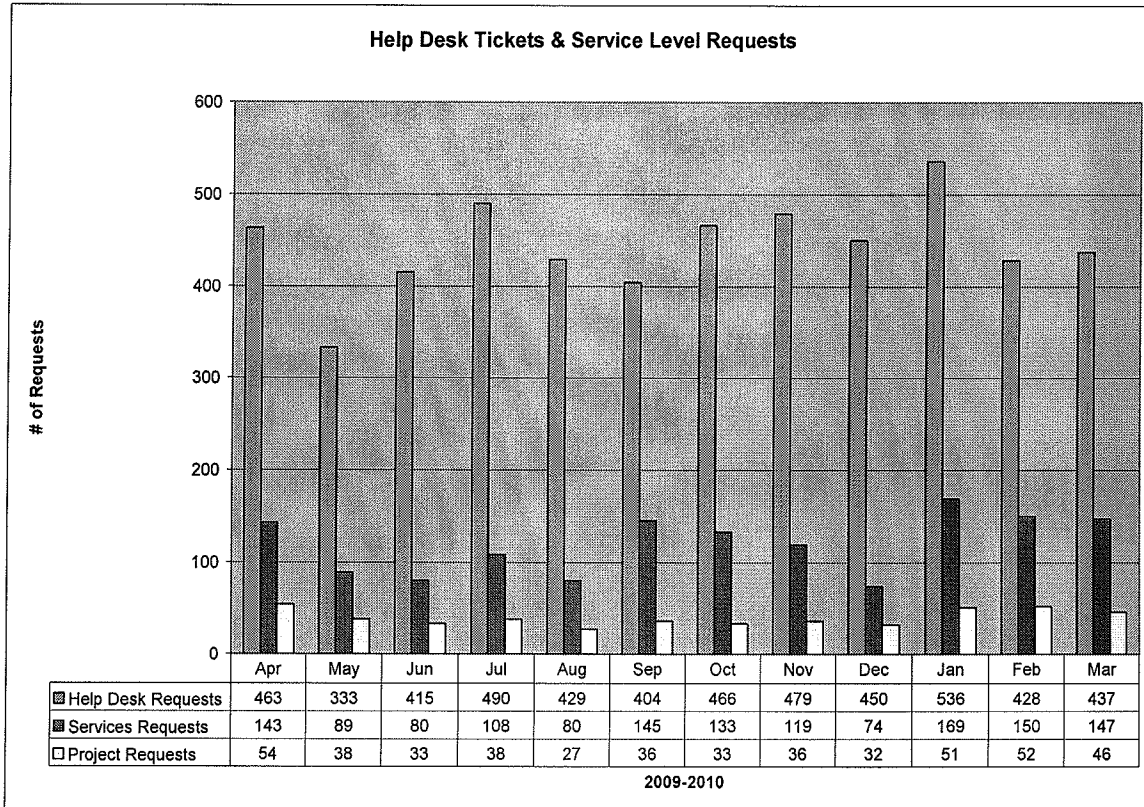
The information provided below highlights some of the activities and opportunities the Information Services Department has recently been encountering.

Update on Current Technology Initiatives

- The new Unified Communications System (a Voice over Internet Protocol (VoIP) phone system) continues as a key 2010 technology initiative. Brown County locations moved to the new system since the last report are: Human Resources and the month of April involve four implementations for Human Services on the first floor of Sophie Beaumont that will in total encompass over 170 phones.
- Software for the new county wide video recorder system for security cameras was installed on the servers Monday February 22, 2010. Two levels of training took place on March 12, 2010 with 14 people signed up for Administrator training and 25 people signed up for end user training. The CTC's 24 cameras are viewable and recorded as needed with the new software. The system administration functions are being managed by IS and the installing vendor until a new software release due around October 2010.
- The Information Services Department continues to support the efforts underway for the current phase of the Enterprise Resource Planning (ERP) financial software implementation. Modules for payroll and Human Resources are being worked on in conjunction with the time and attendance software from Kronos.
- The IS Dept is working with ADRC and Child Support to find the correct software solution that will allow them to start scanning their paper files and moving to a modern electronic imaging system for storage and retrieval of client records. Our goal is to find a solution that will be able to grow with Brown County as more departments adopt electronic storage over paper.
- The IS Dept is working diligently on both the hardware, software and systems process to create a technology disaster recovery network. Most of the details have been worked out on paper. This is a complex project broken down into four major phases that will impact both the primary Data Center as well as the Disaster Recovery Center. With each phase having many technological milestones that must work around active live systems, the completion date will be early 2011.
- The IS Dept continues to work with the Library and their software vendor in building the hardware infrastructure for their new software.

Monthly Volume Statistics

- Every month I will provide charts that reflect the volume of valid and invalid email activity on the BC servers and assistance requests being experienced by the IS Department.



Concerns

- Email is a key productivity tool for many BC employees to perform their daily jobs. With the huge amount of personal information BC has on the computer systems there is a need to initiate the use of a security tool to encrypt email. The exact parameters surrounding these encrypted emails have not been established. The BC IS Dept is researching vendors with the unique skill set to match the technology environment in place at Brown County.
- The IS Dept worked with a professional services company to evaluate the level of Personal Credit Information (PCI) complexity in the various departments that accept credit cards. The final report is not yet available as of this time. However some changes have already been made and more will be forthcoming to meet new PCI standards.
- The IS Department is working with Human Services as the search for a new Electronic Health Records System has intensified with the publication of the RFP to the website on Monday April 5, 2010. The current timeline is to have the vendor and software package selected by October 5, 2010. Tom Hinz, Brian Shoup and Bob Heimann are working on the concern of not having a project management team to dedicate into this critical project.

Staffing

- The current count of students signed up for the technology internship program within the IS Department is nine. These technology students are working on their internship requirement on a "non-paid" basis. The students are required to complete 144 hours of work to satisfy the internship requirement. This total student effort amounts to 1,296 hours of student assistance at no cost to Brown County. Generally speaking, IS will have 1-2 students a day helping out over the next 18 weeks. We started the Internship program on March 8 and are entering our seventh week with the feeling the internship initiative is a "Win-Win" relationship for the students and Brown County.

Projects

- There have been some preliminary discussions surrounding the 2010 BC IS requirement to research and implement some additional security regulations being rolled out by the FBI for selected systems. Government groups are trying to determine exactly what will satisfy the FBI requirement. This is a must do task for the FBI that will be focused within the Law Enforcement area.
- Supervisor Mary Scray, Brian Shoup, Bob Heimann, Jenny Hoffman and Bonnie DeBauche met with representative Howard Erickson from API regarding the identify verification software Veridocs. The open discussion regarding how an identity verification system could benefit the Human Services Department generated a number of questions. API is researching the answers to those questions. Subsequent meetings will need to be held to determine if the costs of identity verification would generate enough rewards to Human Services.

I would be happy to address any questions regarding this report.

No specific action is being requested of the Administration Committee at this time.

Respectfully submitted,

Robert Heimann
Brown County Information Services Director

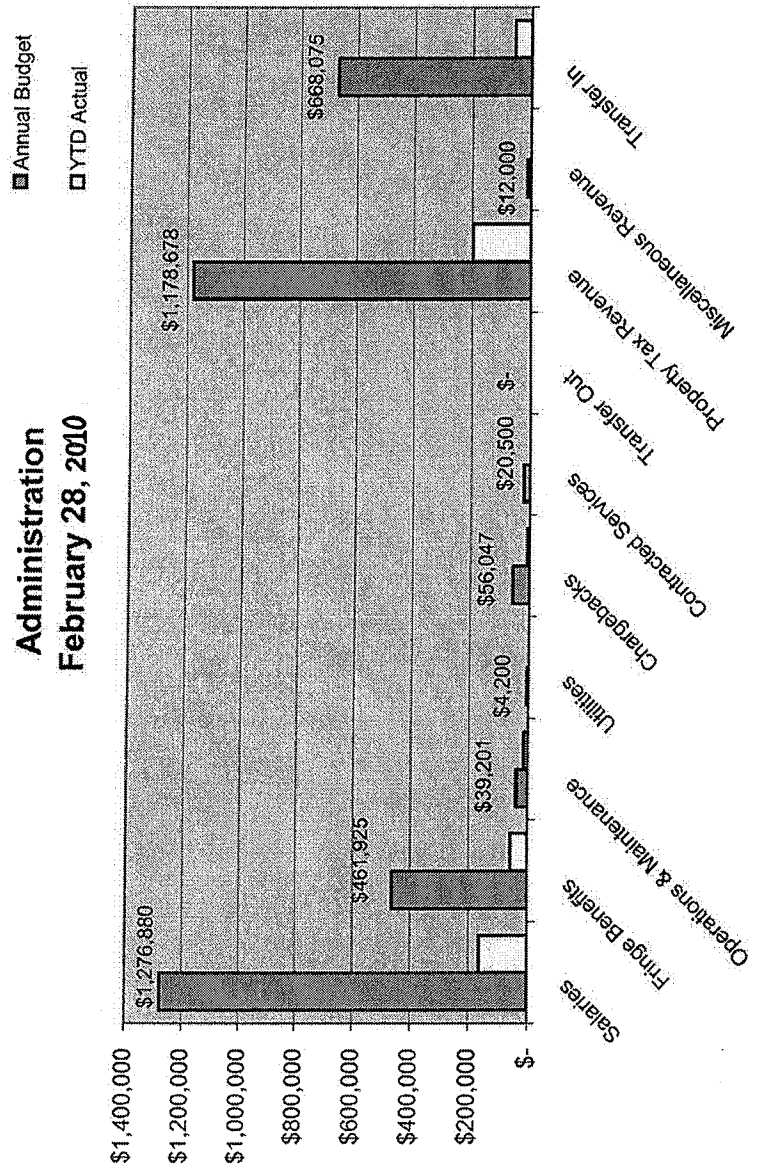
	Annual Budget	YTD Actual	% of Budget
Salaries	\$ 1,276,880	\$ 163,126	12.78%
Fringe Benefits	\$ 461,925	\$ 57,323	12.41%
Operations & Maintenance	\$ 39,201	\$ 12,595	32.13%
Utilities	\$ 4,200	\$ 373	8.89%
Chargebacks	\$ 56,047	\$ 7,490	13.36%
Contracted Services	\$ 20,500	\$ -	0.00%
Transfer Out	\$ -	\$ -	0.00%
Property Tax Revenue	\$ 1,178,678	\$ 196,446	16.67%
Miscellaneous Revenue	\$ 12,000	\$ 348	2.90%
Transfer In	\$ 668,075	\$ 56,777	8.50%

HIGHLIGHTS:

Expenses: Year to date savings in salaries and fringe of \$69,352 partially due to vacancies in the Finance Manager and Purchasing Manager positions. Operations and Maintenance is slightly over budget due year to date due to the purchase of VoIP phones in February. This will level off during the year.

Revenues: Transfer in is reimbursement for salaries of the project implementation team as well as three finance staff previously in the Human Services table of organization.

Administration February 28, 2010



2010 BUDGET ADJUSTMENT LOG

NUMBER	DATE OF REQUEST	DEPT	DESCRIPTION	CAT	EXEC ACTION/ DATE	BOARD APPL. REQ'D?	BOARD ACTION/DATE	FINANCE REF.
10-33	3/19/10	Public Safety – E. Mgmt	Allocation of a \$12,597 grant to develop and conduct an exercise for the Central Brown County Water Authority.	5	Approved 3/26/10	Y		
10-34	3/24/10	Land & Water Conservation	Adjustment for \$34,652 to create a separate new budget for the Pike Project within the Land Conservation Grants fund.	5	Approved 3/26/10	Y		
10-35	3/29/10	Administration	2009 to 2010 Carryover funds.	3a	Approved 3/30/10	N		
10-36	3/29/10	Administration	Technical correction to allocate probate fees in the correct account due to an error in the cross-walk schedules from the old system to the new.	1	N/A	N		
10-37	3/29/10	Golf Course	Adjustment to utilize \$11,000 in outlay savings to purchases various other golf course maintenance and office equipment.	2b	Approved 3/30/10	Y		
10-38	3/30/10	Public Safety – E. Mgmt	Allocation of a \$67,336 pass-through grant from the City of Green Bay to purchase various E. Management equipment.	5	Approved 3/30/10	Y		
10-39	4/7/10	Administration	Use of fund balance to increase casualty insurance budget by \$63,438 to reflect the final indirect cost plan allocation.	5	Approved 4/9/10	Y		
10-40	4/7/10	Human Resources	Use of fund balance to increase workers comp budget by \$86,544 to reflect the final indirect cost plan allocation.	5	Approved 4/9/10	Y		
10-41	4/1/10	Human Services	Adjustment to bring \$47,681 from Dixon Hughes PO for contracting from 2009 to 2010.	5	Approved 4/9/10	Y		
10-42	4/9/10	Facility and Park Mgmt	Adjustment to bring \$990,354 in remaining funds into 2010 to complete the Community Treatment Center construction project.	5	Approved 4/9/10	Y		

Revised 4/12/10

GRANT APPLICATION APPROVAL LOG

April Administration Committee

BUDGET OR APP #	APP DATE	ARRA FUNDS?	DEPARTMENT	GRANT TITLE	GRANTOR AGENCY	APPLIED AMOUNT	MATCH REQ'D	PERIOD	SUMMARY DESCRIPTION
10-05	3/23/10	No	Public Safety - E. Mgmt	Hazardous Materials Emergency Preparedness (HMEP) Grant	WI Emergency Management	11,995	0	10/09-09/10	Funds would hire an LTE and GIS software to create hazardous chemical mapping layers of BC for public access on the website as part of EPCRA.

BUDGET ADJUSTMENT REQUEST

<u>Adjustment</u>	<u>Description</u>	<u>Approval Level</u>
<input type="checkbox"/> Category 1	Reallocation from one account to another <u>within</u> the major budget classifications.	Department Head
<input type="checkbox"/> Category 2		
<input type="checkbox"/> a.	Change in Outlay not requiring the reallocation of funds from another major budget classification.	County Executive
<input type="checkbox"/> b.	Change in any item within Outlay account which requires the reallocation of funds from any other major budget classification or the reallocation of Outlay funds to another major budget classification.	County Board
<input type="checkbox"/> Category 3		
<input type="checkbox"/> a.	Reallocation between budget classifications other than 2b or 3b adjustments.	County Executive
<input type="checkbox"/> b.	Reallocation of personnel services and fringe benefits to another major budget classification except contracted services, or reallocation to personnel services and fringe benefits from another major budget classification except contracted services.	County Board
<input type="checkbox"/> Category 4	Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund)	County Board
<input checked="" type="checkbox"/> Category 5	Increase in expenses with offsetting increase in revenue	County Board

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	751.064.034.5600	Indirect Cost	28,638
<input type="checkbox"/>	<input checked="" type="checkbox"/>	751.064.3000	Fund Balance	28,638
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			

Narrative Justification:

Final Indirect Cost numbers were not available at the time this Casualty Insurance budget needed to be completed. The budget is now being adjusted to match the final cost plan allocation of \$63,438. The increase will come from available fund balance.

Carolyn M. [Signature]
 Signature of Department Head

AUTHORIZATIONS

Tom [Signature]
 Signature of Executive

Department: Risk (Administration)

Date: 4/9/10

Date: 4/7/10

Brown County
Child Support
Budget Status Report

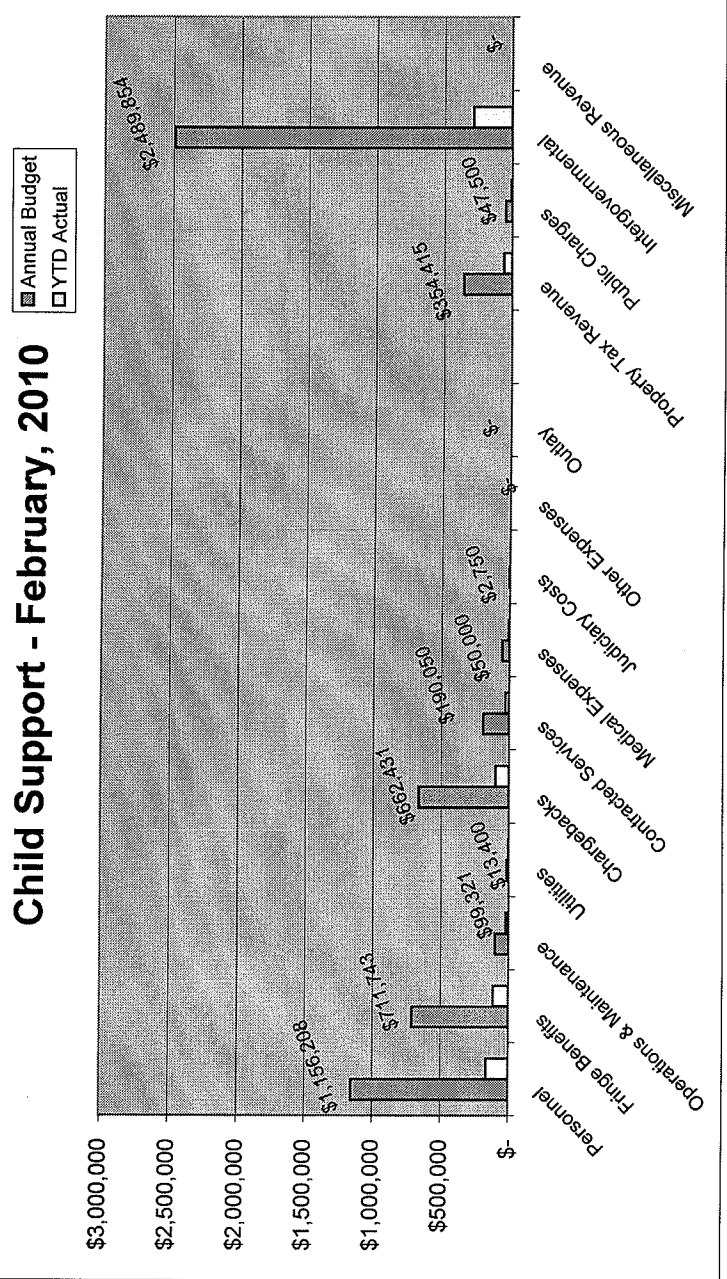
2/1/2010

	Annual Budget	YTD Actual
Personnel	\$ 1,156,208	\$ 160,935
Fringe Benefits	\$ 711,743	\$ 112,048
Operations & Maintenance	\$ 99,321	\$ 21,776
Utilities	\$ 13,400	\$ 1,379
Chargebacks	\$ 662,431	\$ 98,141
Contracted Services	\$ 190,050	\$ 25,518
Medical Expenses	\$ 50,000	\$ 5,145
Judiciary Costs	\$ 2,750	\$ 90
Other Expenses	\$ -	\$ -
Outlay	\$ -	\$ -
Property Tax Revenue	\$ 354,415	\$ 59,069
Public Charges	\$ 47,500	\$ 6,466
Intergovernmental	\$ 2,489,854	\$ 285,040
Miscellaneous Revenue	\$ -	\$ -

HIGHLIGHTS:

Savings have been realized in most expenditure categories; child support funding is based on federal fiscal year beginning 10/1.

Child Support - February, 2010



Child Support Agency February 2010 Summary Budget Report

Summary

Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget Less YTD Transactions	% Used / Rec'd	Prior YTD Total
Fund: 210 - Child Support									
Revenues									
PTX - Property taxes	354,415.00	0.00	354,415.00	29,534.58	0.00	59,069.16	295,345.84	17%	72,798.00
IGV - Intergovernmental	2,461,527.00	28,327.00	2,489,854.00	285,040.64	0.00	285,040.64	2,204,813.36	11%	303,189.35
CSS - Charges for sales and services	47,500.00	0.00	47,500.00	3,665.82	0.00	6,466.41	41,033.59	14%	8,968.13
MRV - Miscellaneous revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
TRI - Transfer in	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
Revenue Totals:	\$2,863,442.00	\$28,327.00	\$2,891,769.00	\$318,241.04	\$0.00	\$350,576.21	\$2,541,192.79	12%	\$384,955.48
Expenditures									
PER - Personnel services	1,156,208.00	0.00	1,156,208.00	89,638.73	0.00	160,935.03	995,272.97	14%	163,245.60
FBT - Fringe benefits and taxes	711,743.00	0.00	711,743.00	57,724.95	0.00	112,048.83	599,694.17	16%	106,052.74
OPM - Operations and maintenance	76,860.00	22,461.00	99,321.00	6,514.84	445.45	21,776.48	77,099.07	22%	5,192.66
UTL - Utilities	13,400.00	0.00	13,400.00	724.04	0.00	1,379.20	12,020.80	10%	1,362.10
CHG - Chargebacks	662,431.00	0.00	662,431.00	51,156.71	0.00	98,141.33	564,289.67	15%	113,829.04
CON - Contracted services	190,050.00	0.00	190,050.00	24,196.25	0.00	25,518.75	164,531.25	13%	6,591.34
MED - Medical expenses	50,000.00	0.00	50,000.00	5,145.00	0.00	5,145.00	44,855.00	10%	8,499.00
JUD - Judiciary Costs	2,750.00	0.00	2,750.00	0.00	0.00	90.00	2,660.00	3%	841.25
OTH - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	2,629.72
OUT - Outlay	0.00	5,866.00	5,866.00	0.00	0.00	0.00	5,866.00	0%	0.00
TRO - Transfer out	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
Expenditure Totals:	\$2,863,442.00	\$28,327.00	\$2,891,769.00	\$235,100.52	\$445.45	\$425,034.62	\$2,466,288.93	15%	\$408,243.45
Revenue Total:	\$2,863,442.00	\$28,327.00	\$2,891,769.00	\$318,241.04	\$0.00	\$350,576.21	\$2,541,192.79	12%	\$384,955.48
Expenditure Total:	\$2,863,442.00	\$28,327.00	\$2,891,769.00	\$235,100.52	\$445.45	\$425,034.62	\$2,466,288.93	15%	\$408,243.45
Fund: 210 Net Total	\$0.00	\$0.00	\$0.00	\$83,140.52	(\$445.45)	(\$74,458.41)	\$74,903.86		(\$23,287.97)
Revenue Grand Total:	\$2,863,442.00	\$28,327.00	\$2,891,769.00	\$318,241.04	\$0.00	\$350,576.21	\$2,541,192.79	12%	\$384,955.48
Expenditure Grand Total:	\$2,863,442.00	\$28,327.00	\$2,891,769.00	\$235,100.52	\$445.45	\$425,034.62	\$2,466,288.93	15%	\$408,243.45
Grand Total:	\$0.00	\$0.00	\$0.00	\$83,140.52	(\$445.45)	(\$74,458.41)	\$74,903.86		(\$23,287.97)